



AMENDED*

A G E N D A

SCOTTSDALE DEVELOPMENT REVIEW BOARD

STUDY SESSION

KIVA – CITY HALL

3939 N. DRINKWATER BOULEVARD

April 17, 2003

12:15 P.M.

*** 21-DR-2003, Hayden Road Wall Design Considerations added as Item No. 3.**

THE STUDY SESSION IS FOR STAFF & BOARD MEMBERS TO DISCUSS AGENDA ITEMS. THE PUBLIC IS WELCOME TO ATTEND.

CALL TO ORDER

DISCUSSION

1. 12:15-1:00 REVIEW DRB CASES

THE FOLLOWING STUDY SESSION ITEMS MAY BE DISCUSSED AFTER THE REGULAR DRB HEARING:

1. 32-DR-2001 #3 & 4, Desert Fairways Elevation/Color Modifications
2. 69-DR, Arizona Canal Banks
3. 21-DR-2003, Hayden Road Wall Design Considerations
4. Downtown Eckerd Drugstore (381-PA-2002) – to be discussed after hearing

**AL WARD
JAYNA SHEWAK
KIRA WAUWIE
TIM CURTIS**

ADMINISTRATIVE REPORT

JAYNA SHEWAK

ADJOURNMENT

DEVELOPMENT REVIEW BOARD CONSISTS OF:

Wayne Ecton, Councilman
Steve Steinberg, Commission Member
E. L. Cortez, Vice Chairman
Anne Gale, Development Member

Jeremy Jones, Design Member
Raymond Potter, Design Member
Michael Schmitt, Design Member



Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting the City Clerk's Office at 480-312-2412. Requests should be made as early as possible to allow time to arrange accommodation.



AGENDA
SCOTTSDALE DEVELOPMENT REVIEW BOARD
KIVA - CITY HALL
3939 N. DRINKWATER BOULEVARD
APRIL 17, 2003
1:00 P.M.

ROLL CALL

MINUTES APPROVAL

1. 4/3/03 DRB Minutes

CONSENT AGENDA - Any item may be requested to be removed for separate action by the Development Review Board.

CONSENT AGENDA

- | | | |
|---------------|--|--------------|
| 2. 9-PP-2003 | Canyon VI at DC Ranch (Parcel 6.8)
Preliminary Plat
Deer Valley Rd Alignment, east of
Saguaro Canyon Trail
Swaback Partners, LLC, Architects | Tim Curtis |
| | | |
| 3. 34-DR-2002 | Subway Regional Office
Site plan and Elevations
8674 E San Alberto
Architecture Plus Ltd, Architects | Jayna Shewak |

REGULAR AGENDA

No items are scheduled for the regular agenda

ADJOURNMENT

Scottsdale Development Review Board

April 17, 2003

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BFUL 4/7/2003

**THE DRAFT MINUTES
FOR THE APRIL 3, 2003
DEVELOPMENT REVIEW
BOARD HEARING WERE
NOT AVAILABLE AT THE
TIME OF THE APRIL 17,
2003 PACKET PRINTING**

DEVELOPMENT REVIEW BOARD REPORT



MEETING DATE: April 17, 2003

ITEM NO. _____ GOAL: Coordinate Planning to Balance Infrastructure

SUBJECT

DC Ranch Parcel 6.8

REQUEST

Request to approve a preliminary plat for 43 lots on 166 acres at DC Ranch Parcel 6.8 (Canyon VI)

9-PP-2003

Key Items for Consideration:

- This is a new development/subdivision in a canyon located at the north easternmost side of DC Ranch.
- The development will comply with the Master Plans for Planning Unit 6, including the Master Environmental Design Concept Plan.

Related Policies, References:

54-ZN-1989#1 thru 5

OWNER

D C Ranch L L C
480 367-7000

APPLICANT CONTACT

Karrin Taylor
Biskind Hunt & Taylor
602-955-3452

LOCATION

Deer Valley Rd Alignment, east of Saguaro Canyon Trail

BACKGROUND

Zoning.

DC Ranch is a master planned community. The site is zoned Single Family Residential District/Planned Community District (R1-10/PCD and 41-43/PCD). The DC Ranch Development Agreement allows for 6,000 square foot residential lots, or larger, in the R1-10/PCD zoning district, and it allows for 10,000-square-foot residential lots, or larger, in the R1-43/PCD. The residential zoning districts also allow religious facilities and public schools as by-right uses. Private schools require use permits.

General Plan.

The General Plan Land Use Element designates the property as Rural Neighborhoods. This category includes large-lot single-family subdivisions with densities of 1 house per acre or more.

Context.

Planning Unit 6 of DC Ranch is generally located northeast of the Thompson Peak curve. This canyon parcel consists of 166 acres and is located in the

upper desert and hillside landforms at the northeast corner of DC Ranch. The site contains relatively steep slopes and several well-defined washes passing through the site, one of which has 100-year flows greater than 750 cubic feet per second. The property is surrounded by Conservation Open Space (COS/PCD) to the north, east, and southeast, and by R1-10/PCD and 41-43/PCD to the southwest and west.

**APPLICANT'S
PROPOSAL**

Goal/Purpose of Request.

This is a request for approval of a preliminary subdivision plat of 166 acres into 43 lots (approximately 1/4 home per acre). Lots have an average size of 160,000 square feet, with the smallest having 30,000 square feet. One point of access to the subdivision will be from Saguaro Canyon Trail through Parcels 6.11 and 6.6 to the west. The proposed roads in the subdivision have been designed to minimize cuts and fills through the canyon, and the proposed roads traverse through the terrain in a manner that limits their visibility from the west. All development will comply with the Master Development Plans for DC Ranch, including the Environmental Design Master Plan (EDMP).

Community Impact.

DC Ranch has prepared Master Development Plans to address water, wastewater, drainage, and circulation issues, as well as a master environmental design plan. A new water storage tank will be provided at near the upper east end of the proposed subdivision, and will require separate review and approval.

IMPACT ANALYSIS

Traffic.

Roads will be constructed per the approved Master Circulation Plan and adjacent subdivisions, and have been designed to accommodate the proposal.

Development information.

- *Existing Use:* Open Desert
- *Parcel Size:* 166 acres
- *Number of Lots:* 43 (1/4 home per acre)
- *Building Height Allowed:* 30 feet

Water/Sewer.

The applicant is responsible for new water and sewer infrastructure to service the site.

Police/Fire.

Police and fire facilities exist in the DC Ranch Master Planned Community, and no service impacts are anticipated.

Schools District comments/review.

Scottsdale Unified School District has been notified of this application, and no capacity issues are anticipated.

Open space, scenic corridors.

Open space tracts will be provided within the subdivision and along washes through the site, consistent with the Environmental Design Master Design Concept (EDMP).

Community involvement.

DC Ranch has posted this development in their newsletter. Other than general inquiries, there have been no comments regarding this case.

**OPTIONS AND STAFF
RECOMMENDATION****Description of Option A:**

The Development Review Board could approve the request, subject to stipulations.

Description of Option B:

The Development Review Board could continue the case to obtain more information or citizen input.

Description of Option C:

The Development Review Board could recommend denial of the request, finding that subdivision has significant design flaws.

Recommended Approach:

Staff recommends approval, subject to the attached stipulations.

**RESPONSIBLE
DEPT(S)**

Planning and Development Services Department
Current Planning Services

STAFF CONTACT(S)

Tim Curtis
Project Coordination Manager
480-312-4210
E-mail: tcurtis@www.ScottsdaleAZ.gov

APPROVED BY

Tim Curtis, AICP
Report Author

ATTACHMENTS

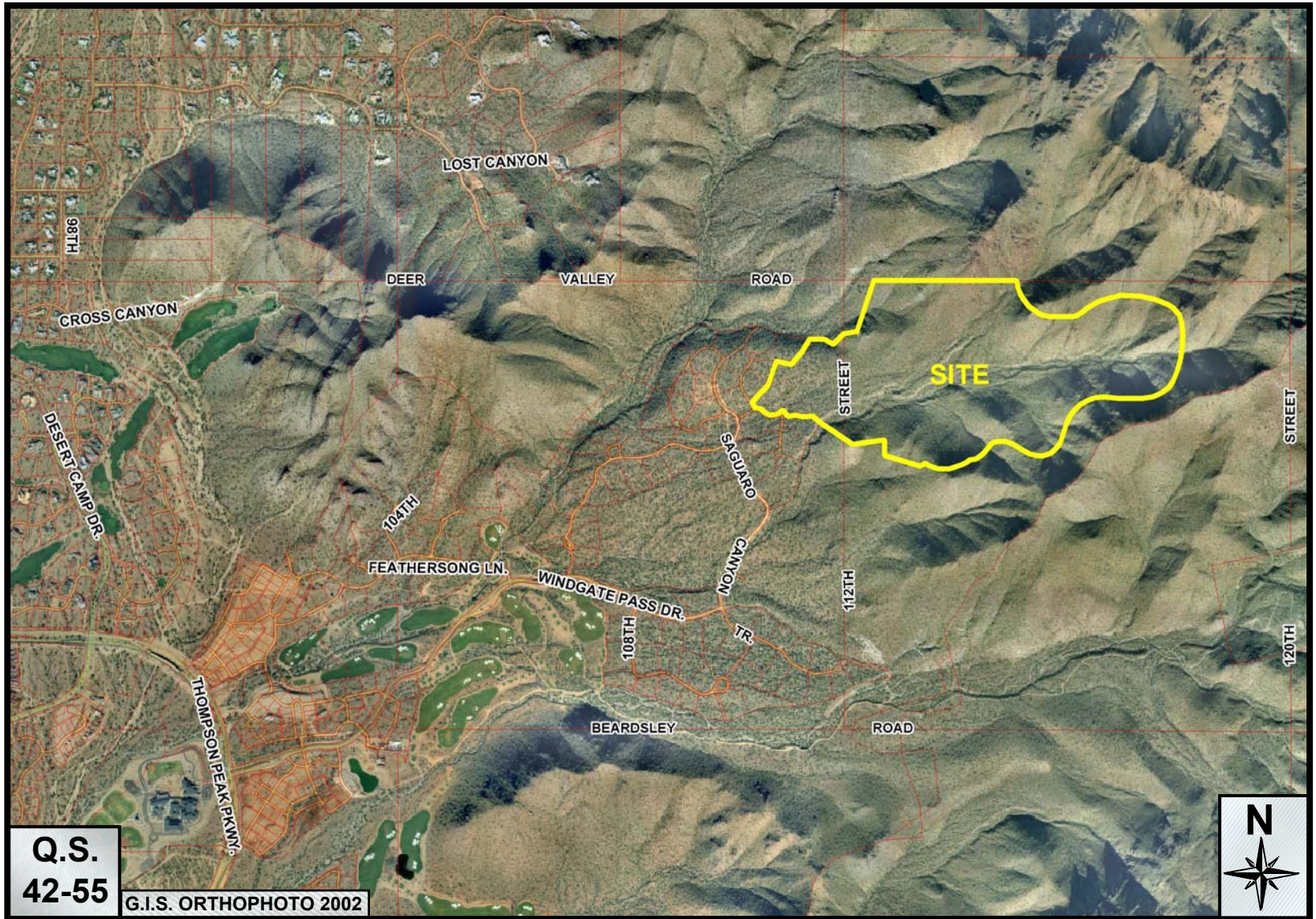
1. Applicant's Narrative
2. Context Aerial
- 2A. Aerial Close-Up
3. Zoning Map
4. Context Photos
5. Preliminary Plat
- A. Stipulations
- B. Ordinance Requirements

Project Narrative

Preliminary Plat Parcel 6.8

This application requests Development Review Board approval for a preliminary plat consisting of forty-three (43) lots within Parcel 6.8 at DC Ranch. The architecture styles for these homes have met with past success and are unique to DC Ranch. All homes proposed will be subject to design approval by the DC Ranch Covenant Commission in order to ensure conformance with the recorded covenants and restrictions.

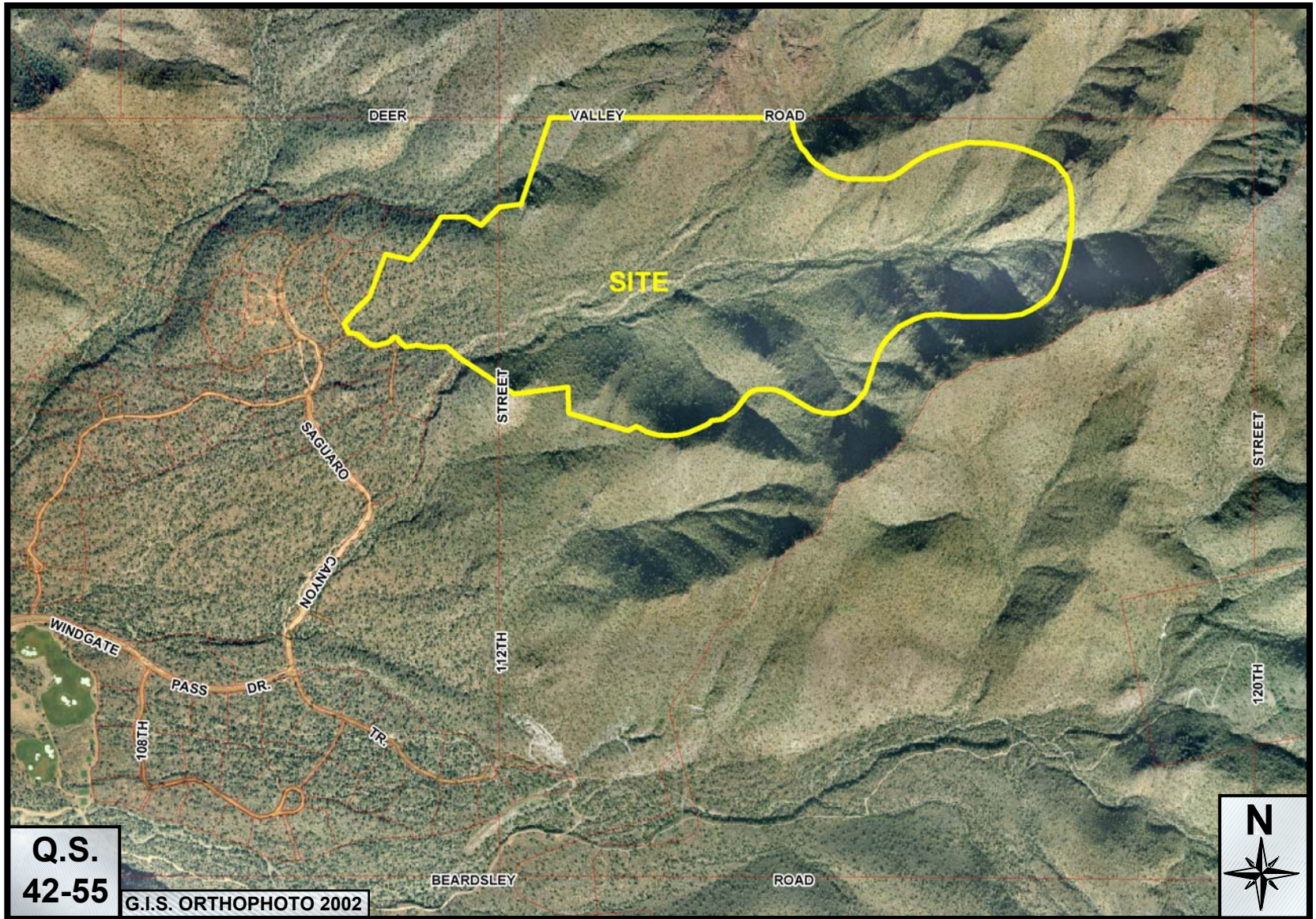
Access will be from Saguaro Canyon, north of Windgate Pass Drive. Parcel 6.8 is zoned R1-10 and R1-43 PCD. The site has been planned to protect the native vegetation and washes and to maximize viewsheds. Street alignments and elevations are designed to maximize integration with natural topography. Significant trees, saguaros, and boulder outcroppings were observed and designed around. Streets will be designed and constructed in accordance with the development standards for DC Ranch.



DC Ranch Parcel 6.8

9-PP-2003

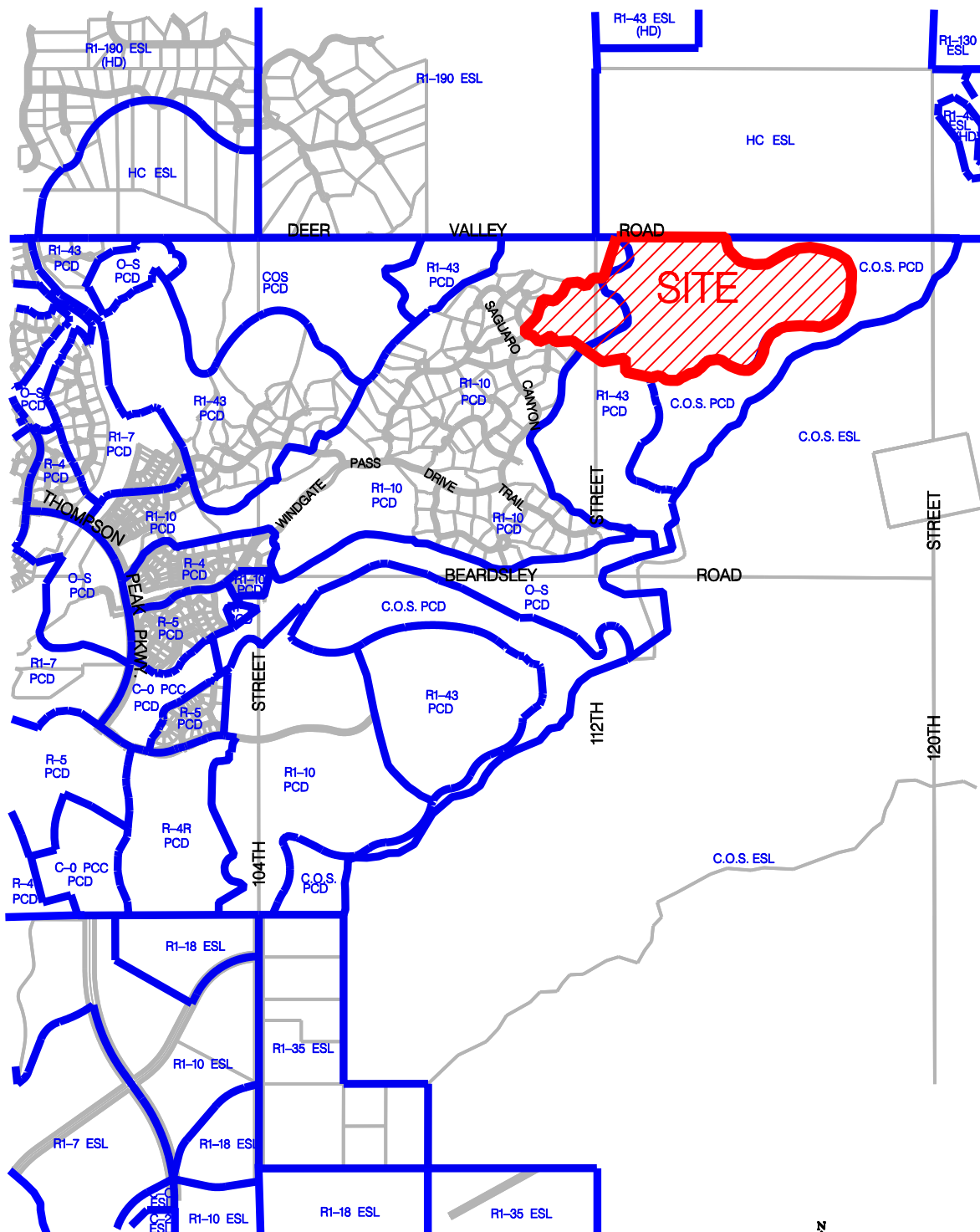
ATTACHMENT #2



DC Ranch Parcel 6.8

9-PP-2003

ATTACHMENT #2A



9-PP-2003
ATTACHMENT #3

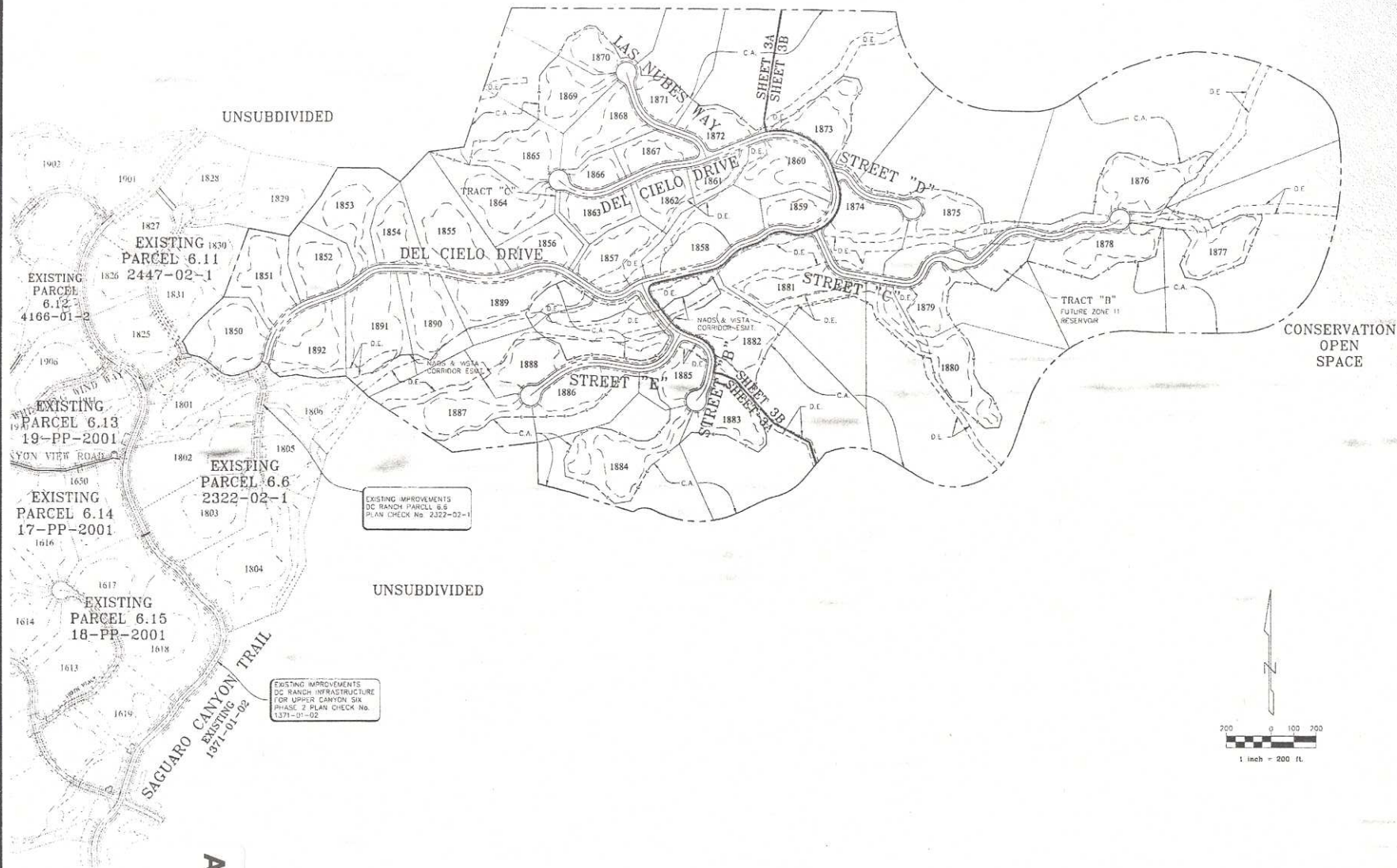


9-PP-2003
DC Ranch Parcel 6.8

Attachment #4. Context Photos

This attachment is on file at the City of
Scottsdale Current Planning office, 7447 E
Indian School Road, Suite 105.

DRAWINGS AND SPECIFICATIONS AS INSTRUMENTS OF SERVICE ARE THE PROPERTY OF D.C. RANCH, L.L.C. AND MAY NOT BE REPRODUCED WITHOUT THE WRITTEN PERMISSION OF D.C. RANCH, L.L.C.



9-PP-2003

ATTACHMENT #5

DMB

WOOD/PATEL
ASSOCIATES
Civil Engineers
Land Surveyors
(602) 331-8100

DC RANCH
SCOTTSDALE
PARCEL 6.8
PRELIMINARY PLAT - OVERALL SITE PLAN INDEX

DATE: 01/09/03
SCALE: 1"=200'
SHEET: 011324
3 OF 17

54-ZN-89 #7 626-PA-2002

CANYON VI at D. C. RANCH
 (PARCEL 6.8) DEER VALLEY RD.
 & E' of SAGUARO CANYON TRAIL
 SCOTTSDALE, AZ.

FIRE ORDINANCE REQUIREMENTS

(INCORPORATE INTO BUILDING PLANS AS GENERAL NOTE BLOCK - USE ONLY THE DESIGNATED STIPULATIONS)

- | | |
|--|---|
| <p><input checked="" type="checkbox"/> 1 PREMISES IDENTIFICATION TO BE LEGIBLE FROM STREET OR DRIVE & MUST BE ON ALL PLANS.</p> <p><input type="checkbox"/> 2 FIRE LANES & EMERGENCY ACCESS SHALL BE PROVIDED & MARKED IN COMPLIANCE WITH CITY ORDINANCE & UFC AT THE FOLLOWING LOCATIONS:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><input checked="" type="checkbox"/> 3 IT IS THE DEVELOPERS RESPONSIBILITY TO DETERMINE ULTIMATE COMPLIANCE WITH THE FAIR HOUSING AMENDMENTS ACT & AMERICANS WITH DISABILITIES ACT & INCORPORATE SAME INTO THEIR BUILDING PLANS. (PER C.O.S 91-3)</p> <p><input type="checkbox"/> 5 PROVIDE KNOX BOX ACCESS:</p> <p><input type="checkbox"/> A. KNOX BOX <input type="checkbox"/> B. PADLOCK</p> <p><input type="checkbox"/> C. KNOX OVERRIDE & PRE-EMPTION STROBE SWITCH FOR AUTOMATIC GATES.</p> <p><input type="checkbox"/> 6 SUBMIT PLANS FOR AN OCCUPANT NOTIFICATION SYSTEM PER SCOTTSDALE REVISED CODES.</p> <p><input type="checkbox"/> 7 SUBMIT PLANS FOR CLASS _____ FIRE _____ ALARM SYSTEM PER SCOTTSDALE CODES. SEE SHEET</p> <p><input type="checkbox"/> 8 ADD 2 1/2" WET FIRE HOSE VALVES (NSHT) IF FLOOR AREA EXCEEDS 10,000 SQ FT PER FLOOR LEVEL AND/OR IF FIRE DEPT ACCESS IS LIMITED TO LESS THAN 360°.</p> <p><input type="checkbox"/> 9 BUILDING(S) MAY BE SUBJECT TO INSTALLATION AND TESTING REQUIREMENTS FOR A PUBLIC SAFETY</p> | <p><input type="checkbox"/> 10 BACKFLOW PREVENTION WILL BE REQUIRED ON VERTICAL RISER(S) OF CLASS I AND II FIRE SPKL. SYS. PER SCOTTSDALE REVISED CODE.</p> <p><input checked="" type="checkbox"/> 11 PROVIDE ALL WEATHER ACCESS ROAD (MIN 20') TO ALL BLDGS & HYDRANTS FROM PUBLIC WAY DURING CONSTRUCTION.</p> <p><input checked="" type="checkbox"/> 12 NUMBER OF REQUIRED FIRE HYDRANTS - 12 - DEVELOPER SHALL HAVE THE REQUIRED HYDRANTS INSTALLED & OPERABLE PRIOR TO THE FOOTING INSPECTION. DEVELOPER TO PROVIDE WAIVER OF FIRE DEPT. RESPONSIBILITY OR COPY OF CURRENT CITY APPROVED CIVIL WATER PLANS TO FIRE SPRINKLER CONTRACTOR FOR LOCATING NEW AND/OR EXISTING HYDRANT WATER MAIN SUPPLY DATA. SPACED MAX O/C _____ AT _____ GPM.</p> <p><input checked="" type="checkbox"/> 16 FIRELINE, SPRINKLER & STANDPIPE SYSTEM TO BE FLUSHED & PRESSURE TESTED PER NFPA STANDARDS AND SCOTTSDALE REVISED CODES.</p> <p><input type="checkbox"/> 17 FDC SIAMESE CONNECTIONS FOR SPRINKLERS _____ ORDINANCE OR AT AN APPROVED LOCATION. MIN. SIZE 2 1/2 X 2 1/2 X _____ (NHST)</p> <p><input type="checkbox"/> 4 TO 8' BCK OF CURB INDEPENDENT WET LINE</p> <p><input type="checkbox"/> WALL MOUNTED -15' CLEAR OF OPENINGS</p> <p><input checked="" type="checkbox"/> THE NUMBER OF FIRE HYDRANTS MAY BE INCREASED DO TO THE LOCATION OF THE FINAL BUILDING ENVELOP ON EACH LOT.</p> <p>ALL STREETS AND PRIVATE DRIVEWAYS SHALL BE DESIGNED TO A MIN. 100 YEAR STORM WASH CROSSING.</p> <p><input checked="" type="checkbox"/> THE LOADING DESIGN SHALL BE A MIN. 83,000 POUND G. V. W. FOR ALL WASH CROSSINGS.</p> |
|--|---|

18. ☒ SPRINKLER SYSTEM SHALL BE INSTALLED TO COMPLY WITH MINIMUM NFPA CRITERIA (1996 EDITION) & CITY ORDINANCE. SYSTEMS WITH 100 HEADS OR MORE SHALL HAVE OFF-SITE MONITORING. AFTER BUILDING PLAN REVIEW, INSTALLING CONTRACTOR SHALL SUBMIT (3) THREE COMPLETE SETS OF DRAWINGS & HYDRAULIC CALCULATIONS REVIEWED BY A MINIMUM NICET III DESIGN TECHNICIAN.
- ☒ A. MODIFIED NFPA 13-D SYSTEM WITH RESIDENTIAL QUICK RESPONSE SPRINKLER HEADS (1996 EDITION)
- ☐ B. MODIFIED NFPA 13-R SYSTEM WITH RESIDENTIAL QUICK RESPONSE SPRINKLER HEADS IN DWELLING UNITS FOR UP TO SIX UNITS PER BUILDING FED FROM DOMESTIC SERVICE (1996 EDITION)
- ☐ C. MODIFIED NFPA 13R SYSTEM (1996 EDITION) WITH RESIDENTIAL QUICK RESPONSE SPRINKLER HEADS IN DWELLING UNITS & ATTIC AREAS FED FROM SEPARATE FIRELINE PER C.O.S. ORDINANCE & INTERPRETATIONS & APPLICATIONS. CALCULATE UP TO FOUR REMOTE HEADS & 900 SQ FT MIN. IN ATTIC.
- ☐ D. NFPA (1996 EDITION) COMMERCIAL SYSTEM / DESIGN CRITERIA:
- ☐ E. FOR STORAGE 12' 0" & HIGHER SEE ARTICLE 81 OF THE 1997 UFC AND/OR APPROVED ALTERNATE METHODS; NFPA 231C, ESFR SPRINKLERS OR OTHER DOCUMENTED ENGINEERED METHODS.
- ☒ F. PROVIDE A LOOPED UNDERGROUND WATER MAIN SYSTEM.

Submit three (3) complete sets of drawings submitted by installing contractor, after building plan review is complete. Please refer questions to Fire Dept. Plan Review, 312-7070, 312-7684, 312-7127, 312-2372.

RESIDENTIAL SUBDIVISION
STIPULATIONS FOR DC RANCH PARCEL 6.8

FINAL PLATS MUST BE PER THE APPROVED PRELIMINARY PLAT WITH THE MODIFICATIONS PER THE FOLLOWING STIPULATIONS TO OBTAIN PERMITS

SITE DESIGN:

1. *The approval of the preliminary plat for Parcel 6.8 shall be valid for two (2) years from the date of approval.*
2. *Within fourteen (14) days of City Council approval of the final plat for Parcel 6.8, the developer/owner shall post a minimum 4' x 4' sign on the Zone 11 Water Reservoir site. The sign shall be visible from all lots within Parcel 6.8 which abut the Zone 11 Water Reservoir and state "Future Site of Zone 11 Water Reservoir".*
3. *Site design shall conform to the land use budget for Planning Units III, V and VI of case 54-ZN-89 #7, amended development standards for the R1-10 and R1-43 zoning district, the Environmental Design Master Plan for Planning Units III, V, and VI (or "EDMP"), to the satisfaction of Plan Review and Permit Services staff.*
4. *The developer shall provide an update to the 54-ZN-89#7 Land Use Budget Summary, and the Residential Land Use Summary (specifically for DC Ranch Planning Units III, V and VI) with the final plans submittal. The updates to these Summaries shall document conformance with the maximum densities and units, and the minimum NAOS and OS, to be provided by Planning Units III, V and VI as noted in case 54-ZN-89#7, to the satisfaction of Plan Review and Permit Services staff.*
5. *Tracts reserved for open space or other uses shall conform to the EDMP, to the satisfaction of Plan Review and Permit Services staff.*
6. *The design, elevations, and color of any proposed wash control devices shall be in conformance with the EDMP, previously approved agency details or ADOT standards, to the satisfaction of Plan Review and Permit Services staff.*
7. Final plat shall identify the use and maintenance of any land not used for residential lots.
8. *If models are provided*, the landscape plan for any model home(s) shall be submitted for final plans review and approval.
9. Any *proposed* unpaved drives and parking areas shall be treated for dust control.
10. Flagpoles, if provided, shall be one piece conical tapered.

ATTACHMENT A

ON-SITE LIGHTING:

1. *All lighting shall be consistent with the approved EDMP, as stipulated in case 54-ZN-89#7, to the satisfaction of Plan Review and Permit Services staff.*
2. Provide plans indicating locations and details of all exterior on-site lighting and lighting fixtures (re: diffusing, standards, glare, height, etc.) at the time of landscape plans submittal.

SIGNS:

1. *All signs shall be consistent with the approved EDMP as stipulated in case 54-ZN-89#7, to the satisfaction of Plan Review and Permit Services staff.*
2. Provide note on final landscape plans: Signs require separate approvals and permits.

BIKEPATHS/PUBLIC USE TRAILS:

1. *The internal path and sidewalk system shall be consistent with the Parks and Circulation Plan in the EDMP, to the satisfaction of Plan Review and Permit Services staff.*
2. *The developer shall indicate the location of trail connections and any associated easements with the final plans submittal.*

WALL DESIGN:

1. *All perimeter walls shall be consistent with the approved EDMP, to the satisfaction of Plan Review and Permit Services staff.*
2. *No permanent chain link fencing shall be allowed except as approved by the Project Coordination staff.*
3. The homeowners' association shall be responsible for the maintenance of the exterior perimeter walls. Note this requirement on the final plat.
4. Perimeter walls with interior and exterior heights that differ more than 12 inches, as measured from natural grade, shall be shown on final improvement plans and is subject to staff review and approval.
5. Details and locations of site walls proposed on top of retaining walls shall be submitted for staff review and approval at the time of final lot improvement plan submittal.

LANDSCAPING:

1. *Landscaping shall be consistent with the EDMP, to the satisfaction of Plan Review and Permit Services staff.*

2. Incorporate existing vegetation into the landscape design.
3. *Provide plant material per the plant palette set forth in the EDMP.*
4. Non-indigenous plant materials, which have a potential of exceeding 20 feet in height, are not to be introduced on the site, *except as approved by Project Coordination Manager, in compliance with 54-ZN-89 #7, or as previously approved through the EDMP.*
5. Upon removal of the salvageable native plants the salvage contractor shall submit a completed Native Plant Tracking Form as well as a list identifying the tag numbers of the plants surviving salvage operations to the City's Planning Inspector within 3 months from the beginning of salvage operations and/or prior to issuance of the Certificate of Occupancy.
6. Sight distance triangles and sight distance lines shall be shown on final plans for all intersections. Area within the safety triangle is to be clear of landscaping, signs, or other visibility obstructions with a height greater than 2 feet. Trees within the safety triangle shall either have a canopy that begins at 7 feet in height upon installation or be maintained to ensure visibility is not obstructed. All heights are measured from nearest street line elevation.
7. Turf areas are to be a minimum of 10 feet in width.
8. *Provide positive drainage away from walks and curbs along all streets abutting natural terrain except as set forth in the EDMP.*
9. Setback all spray and stream type irrigation heads 1'-0" from back of curb or sidewalk to reduce overspray, or provide design alternatives to achieve similar results to be approved by Plan Review and Permit Services staff.
10. All rights-of-way shall be landscaped and maintained by the adjacent property owner.

IRRIGATION:

1. At the time of final irrigation plan submittal the applicant shall identify the location of backflow preventors and the means of screening to be provided.
2. *If NAOS is proposed*, a temporary irrigation system is required in revegetated NAOS areas. This system shall be disconnected once the plant material is established and shall not exceed a period of three years.

TRAFFIC STIPULATION REQUIREMENTS
CIRCULATION AND REFUSE

INTERNAL CIRCULATION:

1. The internal streets shall be private. The private street tracts shall be dedicated to provide emergency and service vehicle access and public utility construction and maintenance.
2. An 8-foot wide public utility easement shall be dedicated along both sides of the internal streets. The 8-foot wide easements may be reduced or eliminated upon approval of the public utility companies.
3. The circulation elements shall be in conformance with the DC Ranch Master Circulation Plan for Planning Units III, V, and VI.

STRIPING AND SIGNAGE PLAN:

1. All incidental signing and striping required by site roadway improvements shall be included on the roadway paving plans.

SIGHT DISTANCE:

1. Sight distance triangles must be shown on final plans to be clear of landscaping, signs, or other visibility obstructions between 2 feet and 7 feet in height, and 6 inches maximum width or diameter.
2. Sight distance easements shall be dedicated over sight distance triangles.
3. Refer to the following figures: 3.1-13 and 3.1-14 of Section 3.1 of the City's Design Standards and Policies Manual, published December 1999.

REFUSE COLLECTION:

1. If individual (80-gallon) refuse containers are not planned for the development, the site's trash enclosures shall be constructed to City of Scottsdale's standards.

DRAINAGE AND FLOOD CONTROL STIPULATIONS

DRAINAGE:

1. COMPLIANCE. The following stipulations are provided to aid the developer in submittal requirements, and are not intended to be all-inclusive of project requirements. The developer shall submit engineering design reports and plans that demonstrate conformance to City ordinances, the Scottsdale Revised Code and the Design Standards and Policies Manual.
2. FINAL DRAINAGE REPORT. With the final improvement plans submittal, the developer shall submit a final drainage report and plan, subject to Plan Review and Permit Services Division

approval. Before the approval of final improvement plans by City staff, the developer shall submit two (2) hard copies of the complete final drainage report and plan. The final drainage report and plan shall:

- a. *Reference and be consistent with the drainage report titled "DC Ranch Planning Units III, V & VI Addendum to Part 4 Drainage Plan Study," dated December 25, 2001 and accepted by the City on April 29, 2002.*
 - b. Provide final calculations and detailed analyses that demonstrate consistency with the conceptual drainage report and plan accepted in concept by the Current Planning Services Division.
 - c. *Provide calculations for sizing all road-crossing culverts. Provide calculations for determining depths of flow over all road crossings. Demonstrate that during the 100-year storm, all building lots will be accessible from the boundary of the development without having to drive through a depth of water of greater than 1 foot.*
 - d. Show all upstream contributing basin areas, including calculations and analyses for the peak runoff entering the site. Include a discussion of how the lowest floor elevations are established.
 - e. Demonstrate that historical flow through the site has been maintained and that storm water runoff exiting this site has a safe place to flow.
 - f. *Include a clearly legible HEC-1 Schematic that shows all concentration points and connecting flow lines, and that is consistent with the HEC-1 model.*
 - g. Include an exhibit that indicates where the site lies within the FEMA designated areas and define all pertinent FEMA designations.
 - h. Where rip-rap is proposed, provide calculations for rip-rap lined channels and rip-rap outlet structures using the design criteria for characteristic sizing, gradation, thickness and filter-blanket requirements from the Drainage Design Manual for Maricopa County, Volume II.
3. STORM WATER STORAGE REQUIREMENT. *Stormwater storage shall be provided per the approved addendum to the master drainage report and plan as stated in 2(a) above.*
 4. SPLIT FLOWS. *Per Section 2.2, page 8, of the Design Standards and Policies Manual, in setting finished floor elevations regarding upstream splits, the engineer shall assume that 100% of the flow could go either direction in any given flood event. For infrastructure design, the estimate of the actual split based on a hydraulic analysis of the existing channel cross-sections must include a minimum safety factor of 30%.*
 5. UTILITY CONFLICT COORDINATION. Before improvement plan approval by the Plan Review and Permit Services Division, the developer shall submit a signed No Conflict form (not required for City-owned utilities) from every affected utility company.

6. GRADING AND DRAINAGE PLAN. A final grading and drainage plan shall be submitted to the Plan Review and Permit Services Division. The grading and drainage plan shall include, but not be limited to, the following:
 - a. Benchmark datum shall be based on North American Datum of 1988.
 - b. Provide a base plan sheet with topography at 2-foot minimum contour lines.
 - c. Contours, or sufficient spot elevations, shall be shown beyond the limits of construction as required to sufficiently reflect the impact of development on the abutting improvements and or rights of way.
 - d. Show top of curb elevations in front of each lot, at grade breaks and at intersection corners.
 - e. Show street cross slope direction (use arrows).
 - f. Show all easements including, but not limited to, slope, public utility, vehicular non-access, waterline, sanitary sewer line, etc.
 - g. Show all drainage facilities (culverts, storm drains, berms, swales, etc.). Show the sizes of all culverts.
 - h. Show $Q_{(100)}$ at all culvert inlets, where wash corridors converge, and at storm water entrance/exit points of the parcel boundaries.
 - i. Show the limits of inundation for all washes having a flow rate of 50 cfs or more using the peak runoff from the 100-year, 6-hour storm event.
 - j. Note: "Where used, rip-rap shall be placed so that a dense, uniform mass of durable, angular stones with no apparent voids or pockets is configured."
 - k. Show all multi-use paths and multi-use trails.
 - l. Show all walls, such as perimeter, screening and retaining walls.
 - m. *Wash stabilization options shall conform to the EDMP unless the City approves other options.*
7. OFF-SITE RUNOFF. All development shall be designed to satisfactorily convey peak discharge for the 100-year, 6-hour storm event through the site without significant damage to structures.
8. ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY (ADEQ) REQUIREMENTS. All construction activities that disturb one or more acres shall obtain coverage under the Arizona Pollutant

Discharge Elimination System (AZPDES) Construction General Permit. To gain coverage, operators of construction sites must:

- a. Submit a Notice of Intent (NOI) to ADEQ;
 - b. Prepare a Stormwater Pollution Prevention Plan (SWPPP) and keep a copy on site;
 - c. With the improvement plan submittal to the Plan Review and Permit Services Division, the developer shall submit two copies of the NOI and a copy of the Storm Water Pollution Prevention Plan.
 - d. Send a Notice of Termination (NOT) to ADEQ when construction is completed.
- Contact ADEQ at 602-771-4449 for further information. Forms are available from the City of Scottsdale One Stop Shop, 7447 East Indian School Road, Suite 100 or from ADEQ's web site: <http://www.adeq.state.az.us/environ/water/permits/stormwater.html#const>

9. SECTION 404 PERMITS. With the improvement plan submittal to the Plan Review and Permit Services Division, the developer's engineer must certify that it complies with, or is exempt from, Section 404 of the Clean Water Act of the United States. [Section 404 regulates the discharge of dredged or fill material into a wetland, lake, (including dry lakes), river, stream (including intermittent streams, ephemeral washes, and arroyos), or other waters of the United States.]
10. DUST CONTROL PERMITS. Prior to the start of grading on sites 1/10 acre or larger, a Dust Control Permit (earth moving permit) must be obtained from Maricopa County Division of Air Pollution Control. Call the county (602-506-6700) for fees and application information.

DRAINAGE STRUCTURES:

1. RETAINING WALLS. Provide a structural design report for retaining walls, including but not limited to, scouring analyses and calculations for active forces based on an associated geotechnical analysis of the soil and soil conditions.

VERIFICATION OF COMPLIANCE

1. REQUIRED SPECIAL INSPECTIONS. Before the approval of the improvement plans, the Plan Review and Permit Services Division staff shall specify those drainage facilities that shall be required to have Special Inspections. See Section 2-109 of the Design Standards and Policies Manual for more information on this process.
2. CONDITION FOR ISSUANCE OF GRADING & DRAINAGE PERMIT. Before the issuance of a Grading & Drainage Permit:
 - a. The developer shall certify that it has retained an Inspecting Engineer by completing Part I (Project Information) and Part II (Owner's Notification of Special Inspection) of the Certificate of Special Inspection of Drainage Facilities (CSIDF); and,
 - b. The Inspecting Engineer shall complete Part III (Certificate of Responsibility) of the CSIDF.

3. CONDITION FOR ISSUANCE OF CERTIFICATE OF OCCUPANCY AND/OR LETTER OF ACCEPTANCE. Before the issuance of a Certificate of Occupancy and/or a Letter of Acceptance:
 - a. The Inspecting Engineer shall complete the Certificate of Compliance form.
 - b. The developer shall submit all required Special Inspection Checklists and the completed Certificate of Compliance form to the Inspection Services Division. The Certificate of Compliance form shall be sealed, signed and dated by the Inspecting Engineer, and shall be attached to all required Special Inspection Checklists completed by the Inspecting Engineer.
4. AS-BUILT PLANS. City staff may at any time request the developer to submit as-built plans to the Inspection Services Division.
 - a. As-built plans shall be certified in writing by a registered professional civil engineer, using as-built data from a registered land surveyor.
 - b. As-built plans for drainage facilities and structures shall include, but are not limited to, streets, lot grading, storm drain pipe, valley gutters, curb and gutter, flood walls, culverts, inlet and outlet structures, berms, and open channels as determined by City staff.

TRACTS AND EASEMENTS:

1. DEDICATIONS. Drainage and flood control easements shall be dedicated to the City to the limits of inundation for all vista corridor washes, for all washes having a discharge rate of 50 cfs or more, and for all FEMA regulatory floodways to the extent of the 100-year base flood elevation.
 - a. All drainage and flood control easements, including easements for storm water storage, shall be dedicated on the final plat with maintenance responsibility specified to be that of the Homeowners Association and or property owner.
 - b. Before any building permit is issued for the site, any additional drainage and flood control easements determined necessary due to final design analysis and proposed improvements, shall be dedicated to the City.
2. MAINTENANCE RESPONSIBILITY. Maintenance responsibility shall be that of the Homeowners Association and or property owner. All easement dedications shall demonstrate conformance to the ordinances and the Scottsdale Revised Code – Section 37-45. In addition all easement dedications shall:
 - a. Specify the right of the City to enter into the easement for the purposes of the removal of obstructions and or impedance to the watercourse that are deemed to be a public nuisance, when so designated by the Floodplain Administrator.

- b. Note that the Homeowners Association and or property owner shall pay actual costs for the removal of obstructions and or impedance to the watercourse.

WATER AND WASTEWATER STIPULATIONS

WATER & WASTEWATER:

1. COMPLIANCE. The following stipulations are provided to aid the developer in submittal requirements, and are not intended to be all-inclusive of project requirements. Water and sewer lines and services shall be in compliance with City Engineering Water and Sewer Ordinance Requirements, the Scottsdale Revised Code and Sections 4 and 5 of the Design Standards and Policies Manual.
2. WATER AND WASTEWATER MASTER PLANS. All water and sewer lines shall be constructed in accordance with the City's Water and Wastewater Master Plans *and the approved Master Water and Wastewater Plans for DC Ranch Planning Units III, V, and VI.*
3. BASIS OF DESIGN REPORT (WATER). Before the improvement plan submittal to the Plan Review and Permit Services Division, the developer shall obtain approval of the Water Basis of Design Report from the City's Water Resources Department. The report shall conform to the draft Water and Wastewater Report Guidelines available from the City's Water Resources Department. The basis of design report and plan shall:
 - a. Identify the location, size, condition, and availability of existing water lines and water related facilities such as valves, service lines, fire hydrants, etc.
 - b. Evaluate the project's water demands and their impact on the existing water system.
 - c. Determine the need for any additional water lines and water related facilities to support the proposed development.
 - d. Conform to the City's Integrated Water Master Plan.
 - e. Identify the timing of and parties responsible for construction of all water facilities.
4. BASIS OF DESIGN REPORT (WASTEWATER). Before the improvement plan submittal to the Plan Review and Permit Services Division, the developer shall obtain approval of the Wastewater Basis of Design Report from the City's Water Resources Department. The report shall conform to the draft Water and Wastewater Report Guidelines available from the City's Water Resources Department. The basis of design report and plan shall:
 - a. Identify the location of, size, condition, and availability of existing sanitary sewer lines and wastewater-related facilities.
 - b. Evaluate the project's wastewater demands and their impact on the existing wastewater system.
 - c. Determine the need for any additional wastewater lines and related facilities to support the proposed development.
 - d. Conform to the City's Wastewater System Master Plan.
 - e. Identify the timing of and parties responsible for construction of all wastewater facilities.

5. WATER SAMPLING STATIONS. Prior to the approval of the improvement plans by the Plan Review and Permit Services Division, all water sampling stations shall be shown and labeled on the improvement plans.
 - a. Water sampling station locations are subject to review and approval by the Water Quality Division. Contact Mr. Craig Miller at 480-312-8743 in the City of Scottsdale Water Resources Department for questions regarding the status of the review.
 - b. The Water Quality Division shall distribute copies of the approved sampling station location(s) to the Plan Review and Permit Services Division.
6. CLEARANCE FROM WALLS. Where walls cross or run parallel with public water mains, public sewer mains, or public fire lines the following shall apply:
 - a. For walls constructed parallel to these pipes, the walls shall be a minimum of six (6) feet from the outside diameter of the pipe.
 - b. For walls constructed across or perpendicular to these pipes, the walls shall be constructed (1) with gates or removable wall panels for maintenance and emergency access; or, (2) as a standard wall and the developer shall indemnify utility companies from damage to walls associated with repair of water and sewer lines.
7. PRESSURE FLOW TEST. At the time of final plan submittal, the developer shall submit an engineer's certification of adequate pressure and flow to the highest fire sprinkler floor elevation and a fire flow test of the water system.
8. MANHOLE LOCATION. Manholes shall not be located on lots.
9. ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY REQUIREMENTS (ADEQ). The developer shall be responsible for conformance with ADEQ regulations and requirements for submittals, approvals, and notifications. The developer shall demonstrate compliance with Engineering Bulletin #10 Guidelines for the Construction of Water Systems, and applicable chapters of the Arizona Administrative Code, Title 18, Environmental Quality. In addition:
 - a. Before approval of final improvement plans by the Plan Review and Permit Services Division, the developer shall submit a cover sheet for the final improvement plans with a completed signature and date of approval from the Maricopa County Environmental Services Department (MCESD).
 - b. Before commencing construction, the contractor or developer shall provide evidence to City staff that a Certificate of Approval to Construct and/or Provisional Verification of General Permit Conformance has been approved by MCESD.
 - c. Before building permits are issued, the developer shall submit to the City a Certificate of Approval of Construction and/or Verification of General Permit Conformance signed by the MCESD and a copy of the as-built drawings.
 - d. Before issuance of Letters of Acceptance by the City's Inspection Services Division, the developer shall provide to the City a final set of as-built mylars of the improvements.

TRACTS AND EASEMENTS`:

1. UTILITIES IN TRACTS. All utilities between lots shall be located entirely within a dedicated tract (20' minimum width).
2. EASEMENTS AND MAINTENANCE RESPONSIBILITY. All associated water and sewer line easements shall be shown on the final plat with maintenance responsibility specified with the final plat notes.
3. RESPONSIBILITY FOR LANDSCAPING IMPROVEMENTS. Indemnity agreements shall be required when substantial improvements and (or) landscaping are proposed within a utility easement. The agreement shall acknowledge the right of the City to access the easement as necessary for service or emergencies without responsibility for the replacement or repair of any improvements or landscaping within the easement.

ORDINANCE REQUIREMENTS

Some Things You Should Know About Ordinance Requirements:

- ◆ Some of the Ordinance requirements that may be relevant to your project are included in the following pages as helpful information.
- ◆ There may be some Ordinance requirements, which apply to your project that aren't included here.
- ◆ Any appeals must be made in writing to the CITY CLERK'S OFFICE.

ENGINEERING ORDINANCE REQUIREMENTS**ALL STIPULATIONS FROM THE ASSOCIATED REZONING OR USE PERMITCASES CONTINUE TO APPLY.**DRAINAGE AND FLOOD CONTROL:

1. HISTORICAL FLOW. Off-site runoff must enter and exit the site as it did historically.
2. STREET CROSSINGS. Watercourse crossings for roads shall be designed to provide for 100-year access to all lots by at least one route. Accessibility will be considered to exist if it can be shown by the engineer that at the time of the peak flow, the depth of flow over the road will not be greater than 1 foot.
3. SECTION 404 PERMITS. Approval from the Army Corps of Engineers under the conditions of SECTION 404 PERMIT of the Clean Water Act may be required where proposed construction is adjacent to or within washes.
4. DEDICATIONS AND EASEMENTS. All vista corridor easements, drainage easements and easements for storm water storage shall be dedicated on the final plat, and by separate instrument as required and agreed to by city staff, with maintenance the responsibility of the property owner and or the Homeowners Association.

REFUSE REQUIREMENTS:

1. Refuse collection methods and arrangements shall be made prior to final plans approval.

TRAFFIC ORDINANCE REQUIREMENTS:

1. Streets and other related improvements:

STREET NAME	STREET TYPE	R.O.W. DEDICATION	ROADWAY IMPROVEMENT	CURB TYPE	BIKEPATH/ SIDEWALK
All Streets	Local Residential	30-Foot Tract (Private)	22 Feet BC-BC	Roll Curb	2-Foot Minimum Shoulder for limited distances

ENGINEERING WATER & SEWER ORDINANCE REQUIREMENTSWATER DEVELOPMENT ORDINANCE

1. WATER PROVIDER. City of Scottsdale is responsible for supplying the water to this project.

2. HEALTH AND SAFETY REQUIREMENTS. The water system for this project shall meet required health standards and shall have sufficient volume and pressure for domestic use and fire protection.
3. DEVELOPMENT FEES. The developer shall pay a development fee for City water supply in accordance with City ordinance. This fee shall be paid at the time, and as a condition, of the issuance of a building permit, or if the development does not require a building permit, prior to connection to the City water system. All questions may be referred to Mike Mahoney at 480-312-5686, Water Resources Analyst, in the City of Scottsdale Water Resources Department.
4. WATER METER FEES. Prior to the issuance of any building permit, the developer shall pay a Water Meter Fee for connection to the City water system in accordance with City Ordinance.

SEWER DEVELOPMENT ORDINANCE

1. DEVELOPMENT FEE. The developer shall pay a development fee for City sanitary sewer in accordance with City ordinance. This fee shall be paid at the time, and as a condition, of issuance of a building permit, or if the development does not require a building permit, prior to connection to the City sewer system. All questions may be referred to Mike Mahoney at 480-312-5686, Water Resources Analyst, in the City of Scottsdale Water Resources Department.

FINAL PLANS SUBMITTAL REQUIREMENTS

DETAILED INFORMATION REGARDING CONSTRUCTION PLAN PREPARATION FOR PLANS SUBMITTED TO THE CITY OF SCOTTSDALE FOR APPROVAL CAN BE FOUND IN THE SCOTTSDALE DESIGN STANDARDS AND POLICIES MANUAL. PLAN SHEET DIMENSIONS SHALL CONFORM TO THE FOLLOWING SIZES:

- | | |
|---------------------------------|---|
| * BUILDING PLANS: | 11" X 17 MINIMUM, UP TO 30" X 42" MAXIMUM |
| * LANDSCAPING/IRRIGATION PLANS: | 24" X 36" (MYLAR ORIGINALS) |
| * CIVIL PLANS: | 24" X 36" (MYLAR ORIGINALS) |

EACH ITEM LISTED WITHIN THESE SUBMITTAL REQUIREMENTS MUST BE INCLUDED. A COPY OF THIS LIST MUST ALSO ACCOMPANY YOUR FIRST SUBMITTAL. INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED.

ALL CONSTRUCTION PLANS, REPORTS, ETC., MUST BE IN CONFORMANCE WITH THOSE APPROVED BY THE DEVELOPMENT REVIEW BOARD.

THE FOLLOWING INFORMATION MUST APPEAR ON THE COVER SHEET:

- ◆ BOOK, MAP AND PARCEL NUMBER OF PROPERTY ON WHICH IMPROVEMENTS ARE BEING PROPOSED.
- ◆ SITE ADDRESS.
- ◆ PLAN CHECK NUMBER AND ALL APPLICABLE CASE NUMBERS MUST APPEAR WITHIN THE BOTTOM OR RIGHT-HAND MARGIN IN 1/2-INCH LETTERS.
- ◆ NAME, ADDRESS AND PHONE NUMBER OF THE OWNER AND THE PARTY PREPARING THE PLANS.

DIGITAL SUBMITTAL REQUIREMENT (EFFECTIVE MAY 1, 1999)

1. IF THE NUMBER OF LOTS APPROVED BY THE DEVELOPMENT REVIEW BOARD IS DIFFERENT FROM THE ORIGINAL ELECTRONIC SUBMITTAL, A REVISED DIGITAL FILE OF THE PRELIMINARY PLAT IS REQUIRED AT THE TIME OF FINAL PLANS.
2. DIGITAL SUBMITTAL OF FINAL PLAT DUE WITH MYLARS. SEE PRELIMINARY PLAT SHOPPING LIST ATTACHMENTS ("NOTIFICATION OF DIGITAL SUBDIVISION PLAT SUBMITTAL," "SUBDIVISION PLATS CAD LAYERING GUIDELINES," AND "SUBDIVISION PLATS CAD STANDARDS AND NAMING CONVENTIONS") FOR FORMATTING DETAILS AND GENERAL INFORMATION.

PLANNING PLANS SUBMITTAL REQUIREMENTS

1. Plans shall be submitted on the following paper sizes:
 - a) BUILDING PLANS: 11" X 17" minimum, up to 30" x 42" maximum
 - b) LANDSCAPING/IRRIGATION PLANS: 24" x 36"
 - c) CIVIL PLANS: 24" x 36"
2. Provide intent as to maintenance responsibility of all landscaped areas. Provide note on the working drawings.
3. Provide a landscape plan of all existing trees and/or cactus for staff analysis of trees and/or cactus to remain or to be transplanted. Indicate size and specimen.
4. Provide a schedule indicating the timing on installation of all improvements required by planning.
5. Provide a contour map of the existing topography.
6. Provide a final plat with the following information:
 - a) Zoning of property.
 - b) Vicinity map.
 - c) Property lines and dimensions, street names, centerline of street.
7. Provide landscaping and irrigation plans with the following information:
 - a) Plant palette (type, size, quantity)
 - b) Retention/detention basin slope
 - c) Perimeter wall elevations with the following information:
 - i) Height of perimeter wall above finished grade (both interior and exterior).
 - ii) Colors of all exterior materials (as required by Sec. 7.854 E of the Zoning Ordinance/matching those approved by Development Review Board).
 - d) Provide catalog cut sheets of all on-site lighting fixtures in common areas.
8. If NAOS is proposed, the applicant shall provide on an unrecorded supplemental document the total square footage of each lot less the square footage of any areas dedicated to natural area open space (NAOS), and tracts at the time of final plat submittal for use by the Water Department for goal billing.

PLANNING ORDINANCE REQUIREMENTS

LOT DESIGN:

1. Lot area and width shall comply with amended R1-10 and R1-43 district standards of case No. 54-ZN-89 #7.
2. All lots shall abut a public, or private street furnishing satisfactory access thereto.

BUILDING HEIGHT:

1. *Maximum building height, measured from natural grade, shall be thirty (30) feet, to the satisfaction of Plan Review and Permit Services staff, and shall be noted on the plat.*

LANDSCAPING:

1. All plant materials in right-of-way shall be on the Department of Water Resources (DWR) low water plant list for the Phoenix Active Management Area (AMA).
2. Trees shall be provided at a rate of one tree per lot to be placed in front yard of each unit (per the City Code). Note on final landscape plans that this requirement will be met.
3. Provide documentation required for issuance of a Native Plant Permit as required in Chapter 46 of City Code and outlined in the Zoning Ordinance. The Native Plant Permit is a separate submittal and approval. (See page 12 for specific submittal requirements). Contact the City's Native Plant Officer at 312-7080 to initiate the process.
4. *If models homes are provided*, they shall comply with the City Code
5. Turf in all residential common areas shall comply with the City Code.

GRADING:

1. Prior to final plans submittal a grading report shall be submitted indicating methods and sequencing of grading, proposed locations for stockpiling or disposing of unused materials, and plans for minimizing wind and water erosion on graded areas during development and construction.

OTHER:

1. *Comply with conditions of case No.: 54-ZN-89 #7, and the Master Environmental Design Concept Plan for Planning Units III, V and VI.*

Construction Document/Final Plat Submittal Requirements

A copy of these construction document submittal requirements must accompany your first plan review submittal. Provide each item listed on the submittal checklists at your first submittal.

Incomplete submittals will not be accepted.

All Landscaping/Irrigation, Civil plan sheets must be 24" X 36" size, including Mylar originals. All Building sheets shall be a minimum 24" X 36" size.

The cover sheet must contain the following information:

1. County Assessor parcel number of property on which improvements are being proposed.
2. Full street address assigned by the City of Scottsdale Records Department
3. Provide space for City of Scottsdale Plan check number in the right hand margin. All applicable case numbers must be in 1/4-inch letters.
4. Provide the name, address, phone number, and email address of the owner, the party preparing the plans, the architect, and the developer.

Detailed information regarding construction plan preparation to the City of Scottsdale can be found in the City of Scottsdale's DESIGN STANDARDS AND POLICIES MANUAL. You may access the manual online at <http://www.scottsdaleaz.gov/dspm> - or call the One Stop Shop at 480-312-7080.

All construction plans, reports, etc., must be in conformance with those approved by the Development Review Board.

Listed below are items to be completed before construction document submittal. Provide documentation of completion of these requirements at the time of construction document submittal:

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____

Civil Improvement Plan Submittal Requirements
--

Each item listed on this checklist must be submitted at your first construction document submittal, along with a copy of this list. **Incomplete submittals will not be accepted. All plans must be signed and sealed.** If necessary, the plan reviewer may require additional information and plans after the first submittal.

Required Plan Size: 24" X 36"

Minimum Horizontal Scale: 1" = 20'

Minimum Vertical Scale: 1" = 2'

CIVIL

The following items are the basic minimum requirements necessary to submit construction documents for review. Civil plans and building plans must be submitted at the same time, in separate packages.

1. A sealed engineer's statement on the cover sheet of all civil plan sets stating that, "The engineer of record on these plans has received a copy of the approved stipulations for this project and has designed these plans in conformance with the approved stipulations."
2. Title Report and Letter of Update (not more than 60 days old)
3. Provide the following:
 - ☒ Two Copies of Completed 404 Certification Form
 - ☒ Two Copies of the Notice of Intent (NOI)
 - ☒ Copy of the No-Conflict Form (Original must be signed by associated utility before plan approval)

4. IMPROVEMENT PLANS

Provide one (1) set that includes the following:

- ☒ Grading and Drainage Plan
- ☒ Water Plans
- ☒ Sewer Plans
- ☒ Paving Plans (including striping & signage)
- ☐ Traffic Signal Plans
- ☐ Striping & Signage Plans
- ☐ Structural Plans (including details & calculations)
- ☐ Preliminary Plat
- ☐ Final Plat (for reference only)
- ☒ ALTA Survey
- ☐ Map of Dedication

5. EASEMENTS/DEDICATIONS

- ☒ The private street tracts shall be dedicated to provide emergency and service vehicle access and public utility construction and maintenance. An 8-foot wide public utility easement shall be dedicated along both sides of the internal streets. The 8-foot wide easements may be reduced or eliminated upon approval of the public utility companies. See Drainage stipulations for details on drainage and flood control easements.

6. ENGINEER'S ESTIMATES (for payment in-lieu)

- ☐ Street improvements ☐ Signalization

7. REFERENCE DOCUMENTS

- | | | |
|---------------|------------------------------------|--|
| Drainage | <input type="checkbox"/> Master** | <input checked="" type="checkbox"/> Final |
| Water | <input type="checkbox"/> Master** | <input checked="" type="checkbox"/> Basis Of Design ** |
| Sewer | <input type="checkbox"/> Master ** | <input checked="" type="checkbox"/> Basis Of Design ** |
| Circulation | <input type="checkbox"/> Master ** | <input type="checkbox"/> Final |
| Signalization | <input type="checkbox"/> Master ** | <input type="checkbox"/> Final |

**Note: Requires copies of approved reports before submittal of Improvement Plans for Plan Review. Developer shall, as a minimum, provide a copy of the cover sheet with City Staff signatures of acceptance.

8. OTHER

- ☐ Geotechnical Report
- ☒ Structural Report
- ☐ The completed Stormwater Storage Waiver Request Form (must be signed by City Staff)
- ☒ Stormwater Pollution Prevention Plan
- ☐ _____
- ☐ _____

PLANNING

Provide one (1) set of the selected Improvement Plans (#5 above), and the following items:

- ☒ Landscape & irrigation plans
- ☐ Slope Analysis
- ☐ NAOS graphic & calculation worksheet
- ☒ Native plant program, or confirmation of compliance
- ☐ Fountain/Water feature details and elevations

Final Plat Submittal Requirements
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All final plats must be approved by the City Council. A final plat will be placed on the City Council's agenda only after staff has received a complete submittal, including the following items:

1. ALTA Survey
2. Title Report (less than 60 days old)
3. NAOS graphic & calculation worksheet
4. Copy of preliminary plat
5. Completed abandonment/vacation of easement application (if applicable)
6. Digital Submittal
7. 8-1/2" X 11" transparency of the staff approved final plat must be submitted to four (4) weeks prior to the scheduled City Council date.

The applicant will be notified once the final plat has been tentatively placed on the City Council meeting agenda.

TO: DEVELOPMENT REVIEW BOARD **DATE:** April 17, 2003
FROM: CURRENT PLANNING SERVICES
SUBJECT: CASE 34-DR-2002

REQUEST: Site plan and elevations approval for an office building
PROJECT NAME: Subway Regional Office
LOCATION: 8674 E San Alberto

DEVELOPER/OWNER: Arizona Subway Development Corporation
ARCHITECT/DESIGNER: Architecture Plus Ltd
ENGINEER: Atherton Engineering
APPLICANT/COORDINATOR: Architecture Plus Ltd/Kyle Kelley
9002 N Central Ave
Phoenix, AZ 85020
(602) 264-7500

STAFF RECOMMENDATION: APPROVE, subject to the attached stipulations.

PUBLIC COMMENTS: At the last public hearing on this project (September 2002), there was testimony given by the adjacent building owner's representative. Their concerns were regarding drainage and the shared driveway. Staff placed three phone calls to contact the adjacent building owner to resolve these issues but no calls were returned so that a dialogue could take place.

LOCATION & ZONING: The subject property is located in the Ranch Office Park, which is generally at the northwest corner of Pima Road and Via de Ventura. The site is zoned C-O PCD (Commercial Office – Planned Community District) and surrounded by office uses to the south, east, and west. The site abuts a multi-family residential property to the north.

CHARACTERISTICS: The site is undeveloped with no vegetation, and has been previously disturbed.

HISTORY: The subject lot is part of the Ranch Office Park II Amended plat, and has restrictions from that plat limiting the building to 3,410 square feet and one story.

DISCUSSION: The proposed 3,300 square foot office building is centrally located on the site. Parking is directly east of the building, and access to the site is provided over an existing driveway, to be shared with the development to the east. A large, existing APS electrical cabinet could create potential sight obstruction problems between pedestrians and vehicles, and staff has stipulated signage to correct this situation.

The building is surrounded by open space, and canopies integrated into the building architecture shade some of the parking spaces. The main entry to the building is on the

The building is surrounded by open space, and canopies integrated into the building architecture shade some of the parking spaces. The main entry to the building is on the east side. A covered entry feature is provided. The modern architecture is residential in character, and fits well with the existing Ranch Office Park development. The building finish is primarily a "Sweetwood" stucco with stone veneer wainscot accents. The pitched roof has a flat concrete tile.

The proposed landscaping includes Palo Verde and Chilean Mesquite trees. A variety of low-water use shrubs, groundcovers, and agave accents complete the plan.

KEY ISSUES:

The issues regarding the shared access remains unchanged. The building to the east (CDI) was stipulated in 1998 to dedicate additional property for the shared access easement, which did not take place. Due to the lack of input from CDI, staff has been unable to determine if they are willing to complete this dedication. The vehicles entering and leaving the Subway property have legal access to the west half of the driveway.

A revision to the drainage report was submitted as this staff report was being prepared. Staff will update the DRB at the hearing with any changes proposed to the drainage plan. In general, the remaining issue involves the method of draining the basin, which staff feels can be resolved prior to the DRB hearing. This is not an issue that would affect the Board's ability to approve the project.

B. Fuller for Jayna Shewak

Jayna Shewak
Community Planner
480-312-7087

ATTACHMENTS:

- #1-Project Narrative
- #2-Aerial
- #3-Zoning Map
- #4-Context Photos
- #5-Site Plan
- #6-Landscaping Plan
- #7-Elevations
- A-Stipulations
- B-Ordinance Requirements

- ☐ Rezoning ☐ Other
☐ Use Permit
☒ Development Review
☐ Master Sign Programs
☐ Variance

Case # 34-DR-2002 / 517 -PA-2000
 Project Name Arizona Subway Regional Offices
 Location 8674 San Alberto, Scottsdale, AZ
 Applicant Arizona Subway Development
7201 E. Camelback Rd #360, Scottsdale, AZ

SITE DETAILS

Proposed/Existing Zoning: C.O. P.C.P.
 Use: Office Space
 Parcel Size: .2731 Acres
☒ Gross Floor Area ☐ Total Units: 3410 s.f.
☒ Floor Area Ratio ☐ Density: .2865%

Parking Required: 12 spaces
 Parking Provided: 12 spaces
 # Of Buildings: 1
 Height: 23' 7"
 Setbacks: N- 20' 0" S- 15' 0"
E- 12' 0" W- 5' 0"

In the following space, please describe the project or the request

The request is for site plan and elevations approval for a new office building at 8674 East San Alberto, in Ranch Office Park II, located northwest of the northwest corner of Pima Road and Via De Ventura. Client is proposing to build a one story, 3,390 s.f. office building on the .2731 acre site for a FAR of .28. The site is zoned C.O.(P.C.D.) where business and professional offices are permitted. The entire building will be used for office purposes. The site has access to East San Alberto to the south through a 12' wide cross access easement. Parking, including covered as well as the building entrance is located on the East side. The overall aesthetics of the building suggests a residential character to compliment the adjacent uses to the north.

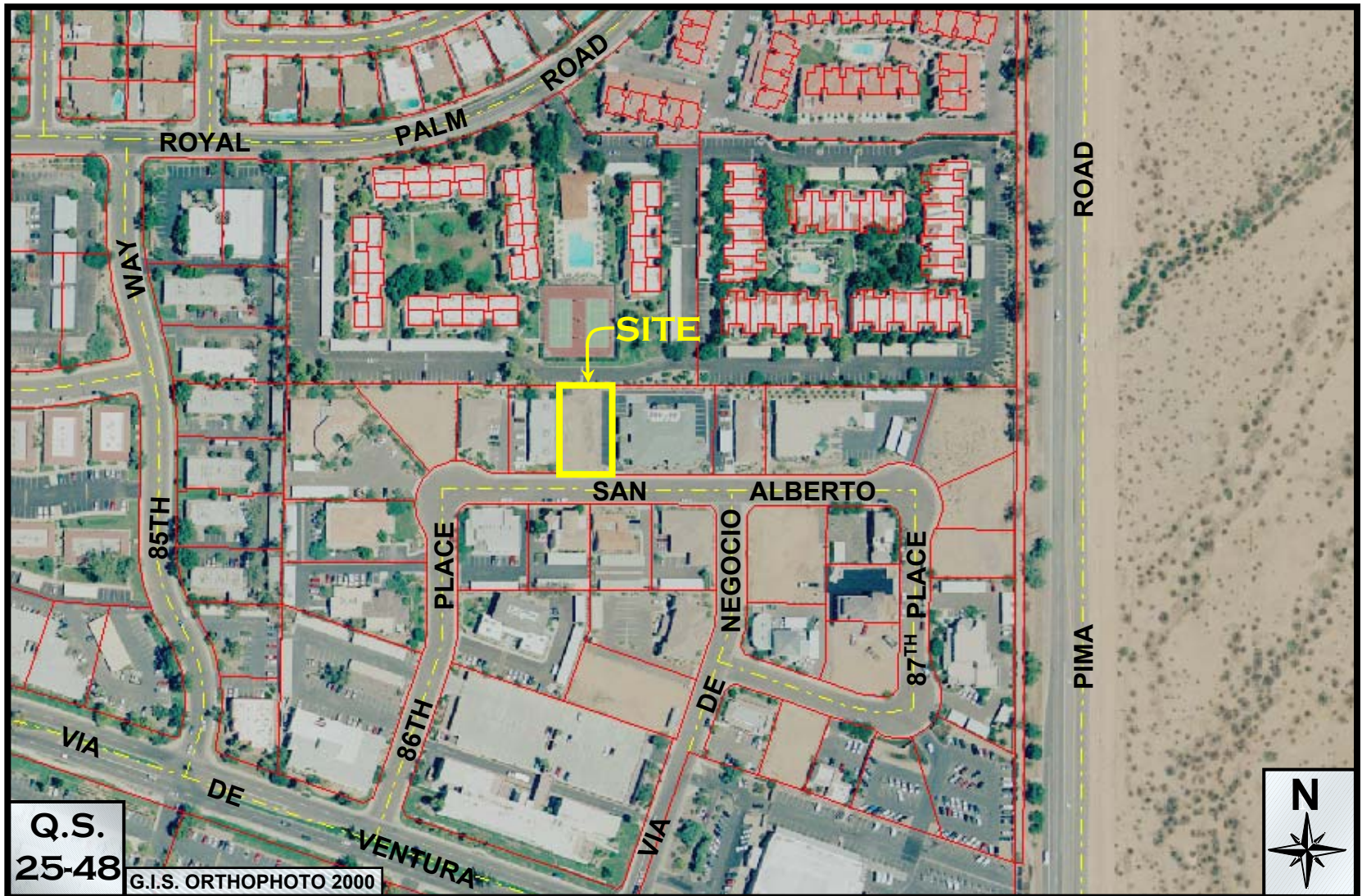
ATTACHMENT #1

34-DR-2002
3-18-2002

517-PA-2000
3-18-02

(If an additional page(s) is necessary, please attach.)

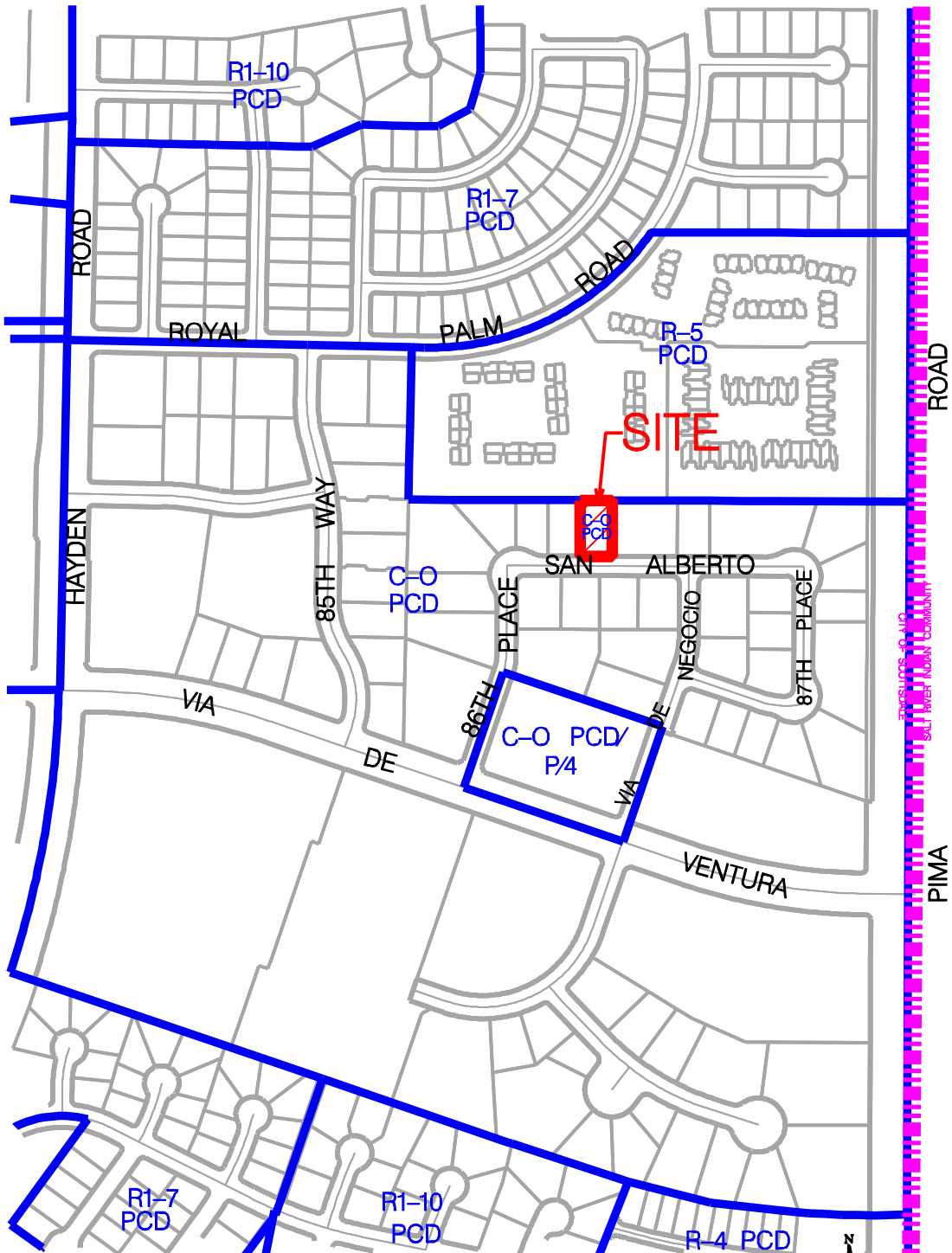
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Subway Regional Office

34-DR-2002

ATTACHMENT #2



34-DR-2002
ATTACHMENT #3



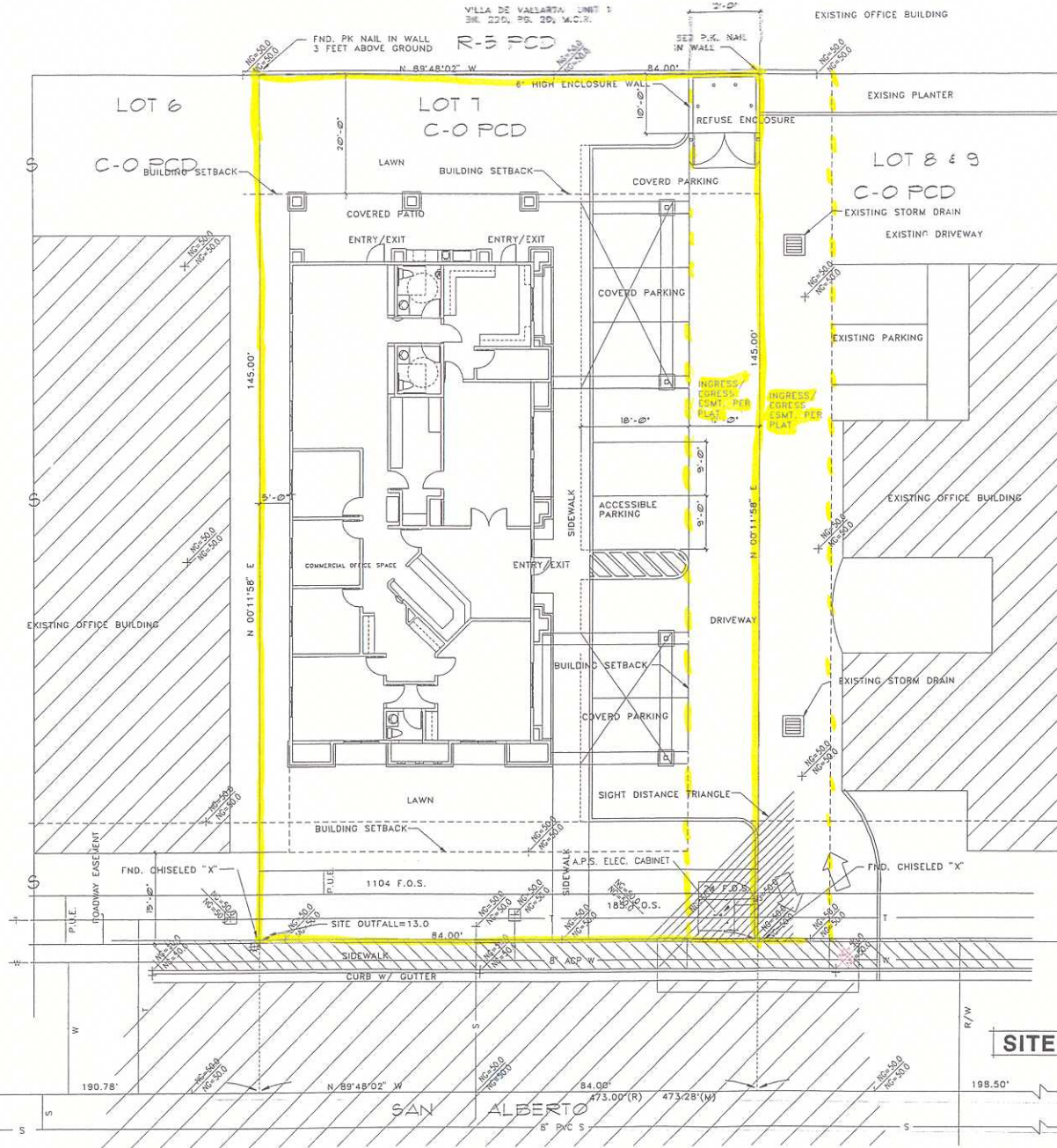
34-DR-2002
Subway Regional Office

Attachment #4. Context Photos

This attachment is on file at the City of
Scottsdale Current Planning office, 7447 E
Indian School Road, Suite 105.

ATTACHMENT #5

34-DP-2002



PROJECT DATA

EXISTING ZONING C.O. P.C.P. RANCH PARK II
ALLOWABLE USE REGULATIONS BUSINESS 4 PROFESSIONAL USE

SITE AREA
GROSS AREA 14260.00 SF. 0.3276 ACRES
NET AREA 11500.00 SF. 0.2731 ACRES

BUILDING AREA
GROSS AREA 3300.00 SF.
NET AREA 3035.00 SF.

PARKING DATA
STANDARD SPACES REQUIRED 10 SPACES
A.D.A. ACCESSIBLE SPACES REQUIRED 1 SPACE
TOTAL SPACES REQUIRED 11 SPACES
TOTAL PARKING SPACES PROVIDED 10 SPACES
STANDARD PARKING SPACES PROVIDED 10 SPACES
A.D.A. ACCESSIBLE PARKING SPACES PROVIDED 1 SPACE

PROPERTY DEVELOPMENT STANDARDS CALCULATED FOR C.O. DISTRICT
CRITERIA FOR P.C.P. DISTRICT TO BE INCORPORATED

FLOOR AREA RATIO
6 (11500) / 1940 SF. ALLOWABLE
3300.00 (GROSS) SF. PROPOSED

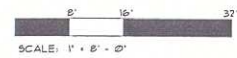
VOLUME RATIO
721 (1500) / 55,650.00 CF. ALLOWABLE
35,650.00 CF. PROPOSED
0.71 CF. FF. TO C.G.

OPEN SPACE
15% FROM 0'-0" OF BUILDING HEIGHT
PLUS 5% FOR EACH FOOT OF BUILDING HEIGHT
BUILDING HEIGHT - 23'5"
5 (11500) / 205 (11500) 15%
2,475.00 SF REQUIRED
3,913.00 SF PROPOSED

FRONTAGE OPEN SPACE
5 (2,465) / 123450 SF. REQUIRED
1838.00 SF. PROPOSED

PARKING LOT LANDSCAPE AREA
15% OF PARKING LOT AREA
5 (3746.00 SF.)
481.00 SF. REQUIRED
1716.00 SF. PROPOSED

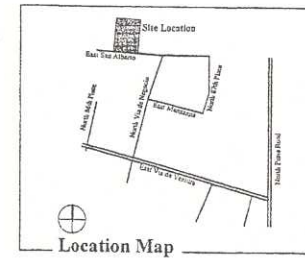
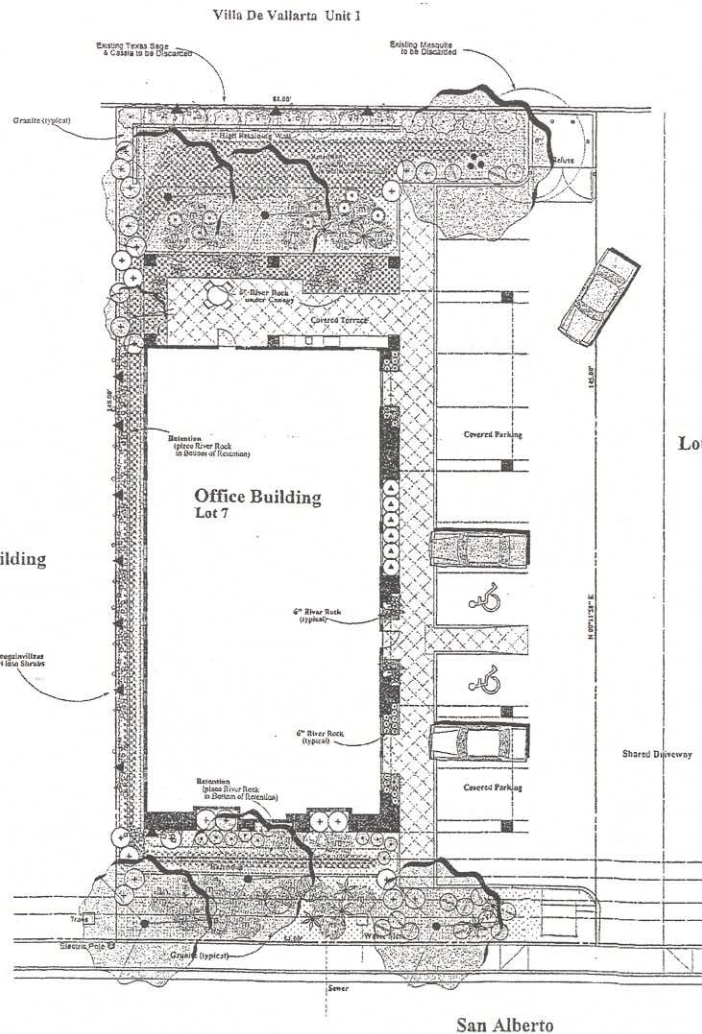
SITE PLAN



drawn by: csk 04-24-99
date: 04-24-99
job no: 34-DP-2002
revised: 04-27-02
02-07-02

A PROPOSED REGIONAL OFFICE FOR
ARIZONA SUBWAY DEVELOPMENT
RANCH OFFICE PARK II
SCOTTSDALE, ARIZONA
architecture plus, ltd.
9002 n. central ave. phoenix, az. 85020
602-264-7500

34-DE-2002



Planting Schedule

TREE	Evergreen Bird-of-Paradise	QUANTITY	SIZE
CASUALPINA MEXICANA	Evergreen Bird-of-Paradise	1	24" box
CERCIDILUM PRAECOX	Pink Bina	5	30" box
PROSOPIS CHILENSIS	Chilean Mesquite	1	24" box
BOUGAINVILLEA 'Barbara Keri'	Bougainvillea	11	5 gallon
BOUGAINVILLEA 'Peach Queen'	Dark Bougainvillea	10	5 gallon
BOUGAINVILLEA 'Roses'	Pink Bush Bougainvillea	13	5 gallon
NERIUM OLEANDER 'Pelle Pink'	Dark Pink Oleander	25	1 gallon
PITTOSPORUM T. 'Whorl'	Dark Pittosporum	6	5 gallon
AGAVE DESMETIANA	Agave	3	5 gallon
AGAVE VILMORINIANA	Octopus Agave	8	5 gallon
DRACAENA MARGINATA	Dracaena	2	15 gallon
STRELITZIA REGINAE	Tropical Bird-of-Paradise	14	5 gallon
ASPIDISTRA ELATIOR	Cast Iron Plant	25	1 gallon
LANTANA 'New Gold'	Hybrid Gold Lantana	13	1 gallon
LANTANA 'Spreading Sunshine'	Trailing Yellow Lantana	4	1 gallon
MYOPORUM PARVIFOLIUM	Myoporum	22	1 gallon
CINERARIA BERLANDIERI	Mexican Evening Primrose	8	1 gallon
GRANITE (2" Covering)	34" minus Mason Gold (4" - 8" Diameter)		
RIVER ROCK			

NOTE: NO EXISTING NATIVE PLANTS ON SITE

Irrigation

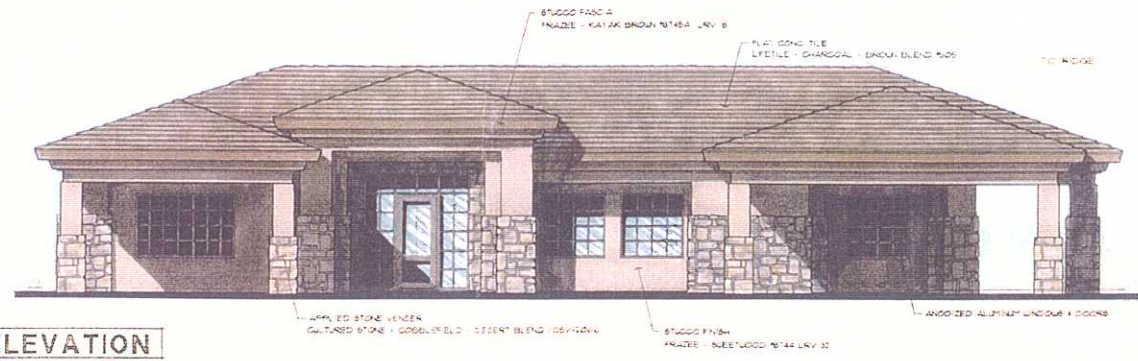
All Box and Container Plants on the Planting Schedule are to be irrigated with Drip-System Emitters. Total System to have Automatic Controller.



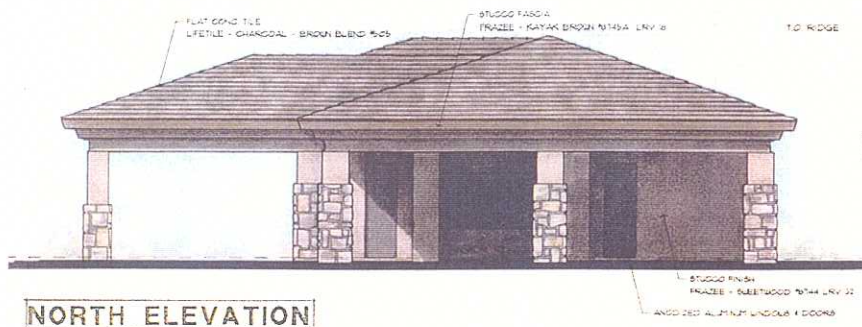
Preliminary Planting Plan
A Proposed Regional Office For
Arizona Subway Development

Lot 7, Ranch Office Park II
Scottsdale Arizona

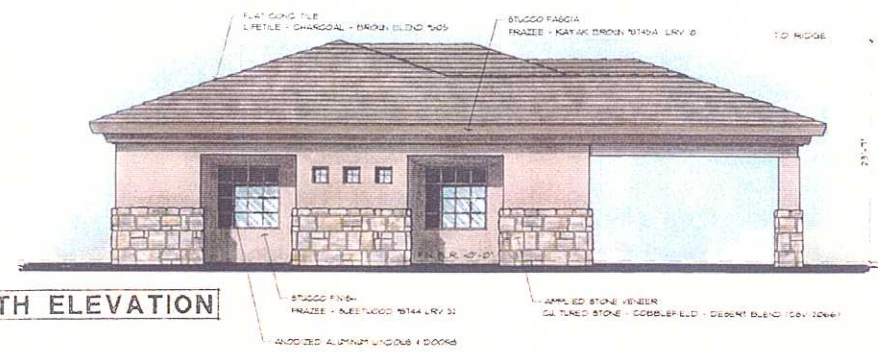
November 79



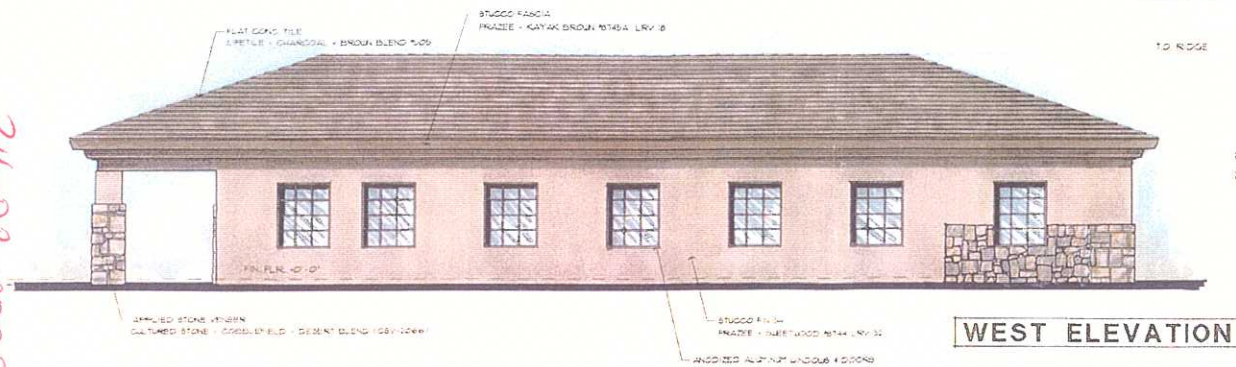
EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



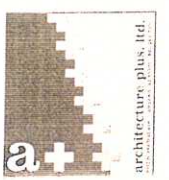
WEST ELEVATION

ATTACHMENT #7

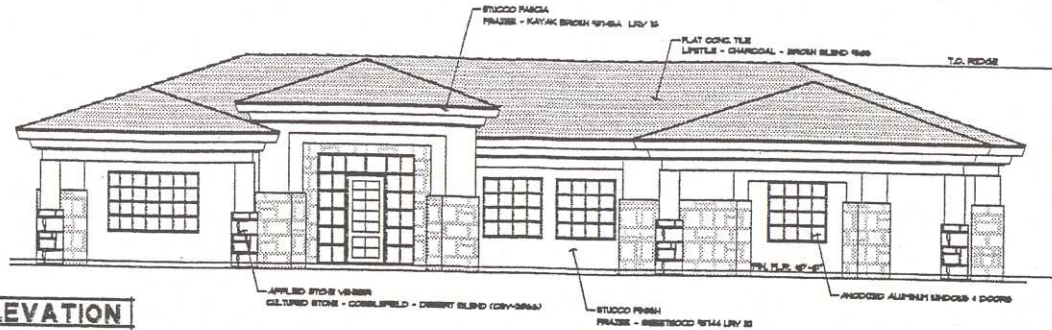
34-DE-2002

SCALE
1/4" = 1'-0"

Arizona Subway Regional Office
Scottsdale, Arizona



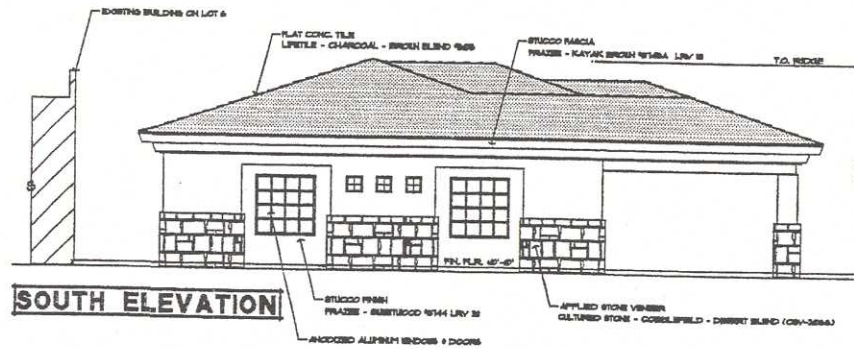
NOTE: ALL EXTERIOR DOORS AND WINDOWS TO BE RECESSED
A MINIMUM OF 50% THICKNESS OF WALL.



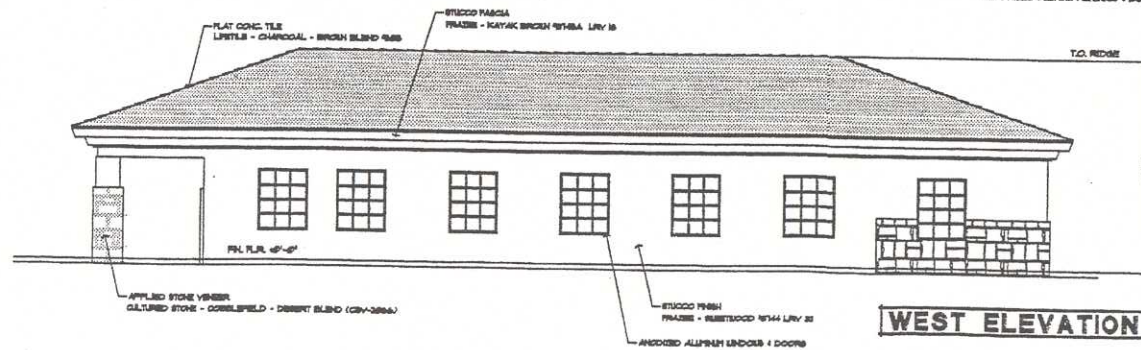
EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION

A PROPOSED REGIONAL OFFICE FOR
ARIZONA SUBWAY DEVELOPMENT
RANCH OFFICE PARK II
SCOTTSDALE, ARIZONA
architecture plus, Ltd.
9902 N. CENTRAL AVE. PHOENIX, AZ 85028
602-944-7960

Drawn by: 04-24-90
Checked: 01-16-91
Reviewed: 04-22-92

**SUBWAY REGIONAL
OFFICE
8674-E. SAN ALBERTO
SCOTTSDALE, AZ.**

FIRE ORDINANCE REQUIREMENTS

(INCORPORATE INTO BUILDING PLANS AS GENERAL NOTE BLOCK - USE ONLY THE DESIGNATED STIPULATIONS)

- ☒ 1. PREMISES IDENTIFICATION TO BE LEGIBLE FROM STREET OR DRIVE & MUST BE ON ALL PLANS.
- ☒ 2. FIRE LANES & EMERGENCY ACCESS SHALL BE PROVIDED & MARKED IN COMPLIANCE WITH CITY ORDINANCE & UFC AT THE FOLLOWING LOCATIONS.

ENTRANCE DRIVEWAY SHALL BE
A MIN. 20'-00" CLR.
FACE / CURB TO FACE
- ☒ 3. IT IS THE DEVELOPERS RESPONSIBILITY TO DETERMINE ULTIMATE COMPLIANCE WITH THE FAIR HOUSING AMENDMENTS ACT & AMERICANS WITH DISABILITIES ACT & INCORPORATE SAME INTO THEIR BUILDING PLANS. (PER C.O.S. 91-3)
- ☐ 4. SUBMIT PLANS & SPECS FOR SUPERVISED AUTOMATIC EXTINGUISHING SYSTEM FOR ALL COOKING APPLIANCES, HOOD PLENUMS & EXHAUST DUCTS.
- ☒ 5. PROVIDE A KNOX ACCESS SYSTEM:
 - ☒ A. KNOX BOX
 - ☐ B. PADLOCK
 - ☐ C. KNOX OVERRIDE & STROBE SWITCH FOR AUTOMATIC GATES.
- ☐ 6. SUBMIT PLANS FOR AN OCCUPANT NOTIFICATION SYSTEM PER SCOTTSDALE REVISED CODES.
- ☐ 7. SUBMIT PLANS FOR A CLASS A FIRE ALARM SYSTEM.
- ☒ 8. PROVIDE INTERIOR NOTIFICATION WHEN OFF-SITE MONITORING IS REQUIRED.
(FOR OTHER THAN FULL NOTIFICATION SYSTEMS. SEE FIRE ALARM INTERPRETATIONS FOR CLARIFICATION)
- ☐ 9. ADD 2-1/2" WET FIRE HOSE VALVES (NSHT) IF FLOOR AREA EXCEEDS 10,000 SQ. FT. PER FLOOR LEVEL AND/OR IF FIRE DEPT. ACCESS IS LIMITED TO LESS THAN 360°. _____
- ☐ 10. BUILDINGS MAY BE SUBJECT TO INSTALLATION AND TESTING REQUIREMENTS FOR A PUBLIC SAFETY RADIO AMPLIFICATION SYSTEM.
- ☒ 11. BACKFLOW PREVENTION WILL BE REQUIRED ON VERTICAL RISER(S) OF CLASS 1 & 2 FIRE SPRINKLER SYSTEMS PER SCOTTSDALE REVISED CODE.
- ☒ 12. PROVIDE ALL WEATHER ACCESS ROAD (MIN. 20') TO ALL BUILDINGS & HYDRANTS FROM PUBLIC WAY DURING CONSTRUCTION.
- ☒ 13. NUMBER OF FIRE HYDRANTS REQUIRED, ONE. DEVELOPER SHALL HAVE THE REQUIRED HYDRANTS INSTALLED & OPERABLE PRIOR TO THE FOOTING INSPECTION. HYDRANTS SHALL BE SPACED AT A MAXIMUM OF 700' AT 1,500 GPM THE DEVELOPER SHALL MAKE THE C.O.S. APPROVED CIVIL WATER PLANS AVAILABLE TO THE FIRE SPRINKLER CONTRACTOR.
- ☒ 14. PORTABLE FIRE EXTINGUISHERS SHALL BE INSTALLED. SEE SHEET(S) _____
- ☒ 15. EXIT & EMERGENCY LIGHTING SHALL COMPLY WITH THE C.O.S. ORDINANCE & THE UFC. SEE SHEETS _____
- ☐ 16. SUBMIT MSDS SHEETS & AGGREGATE QUANTITY FOR ALL HAZARDOUS MATERIALS INCLUDING FLAMMABLES, PESTICIDES, HERBICIDES, CORROSIVES, OXIDIZERS, ETC. PERMIT FOR ANY AMOUNT OF HAZARDOUS MATERIALS STORED, DISPENSED, USED OR HANDLED REQUIRES THAT A COMPLETED HMMP BE PROVIDED WITH SUBMITTAL OF BUILDING PLANS.
- ☒ 17. FIRELINE, SPRINKLER & STANDPIPE SYSTEM SHALL BE FLUSHED & PRESSURE TESTED PER NFPA STANDARDS & SCOTTSDALE REVISED CODES.
- ☒ 18. FDC SIAMESE CONNECTIONS FOR SPRINKLERS AND/OR STANDPIPES WILL BE LOCATED PER ORDINANCE AND/OR AT AN APPROVED LOCATION. MINIMUM SIZE 2-1/2 x 2-1/2 x 4" (NSHT)
 - ☒ 4' TO 8' BACK OF CURB; INDEP. WET LINE.
 - ☐ WALL MOUNTED - 15' CLEAR OF OPENINGS.
- ☒ 19. THE FIRE LINE SHALL BE EXTENDED A MAXIMUM OF 3' INTO THE BUILDING WITH A MINIMUM OF _____ CLEARANCE AROUND THE FIRE RISER. EXTERIOR ACCESS MAY BE REQUIRED.

20. ☒ SPRINKLER SYSTEM SHALL BE INSTALLED TO COMPLY WITH MINIMUM NFPA CRITERIA (1996 EDITION) & CITY ORDINANCE . SYSTEMS WITH 100 HEADS OR MORE SHALL HAVE OFF-SITE MONITORING. AFTER BUILDING PLAN REVIEW, INSTALLING CONTRACTOR SHALL SUBMIT (3) THREE COMPLETE SETS OF DRAWINGS & HYDRAULIC CALCULATIONS REVIEWED BY A MINIMUM NICET III DESIGN TECHNICIAN.
- ☐ A. MODIFIED NFPA 13-D SYSTEM WITH RESIDENTIAL QUICK RESPONSE SPRINKLER HEADS (1996 EDITION)
- ☐ B. MODIFIED NFPA 13-R SYSTEM WITH RESIDENTIAL QUICK RESPONSE SPRINKLER HEADS IN DWELLING UNITS FOR UP TO SIX UNITS PER BUILDING FED FROM DOMESTIC SERVICE (1996 EDITION)
- ☐ C. MODIFIED NFPA 13R SYSTEM (1996 EDITION) WITH RESIDENTIAL QUICK RESPONSE SPRINKLER HEADS IN DWELLING UNITS & ATTIC AREAS FED FROM SEPARATE FIRELINE PER C.O.S. ORDINANCE & INTERPRETATIONS & APPLICATIONS. CALCULATE UP TO FOUR REMOTE HEADS & 900 SQ FT MIN. IN ATTIC.
- ☒ D. NFPA (1996 EDITION) COMMERCIAL SYSTEM / DESIGN CRITERIA:
0.10/1500 OFFICE -- 0.15/1500 COVERED PARKING
- ☐ E. FOR STORAGE 12' 0" & HIGHER SEE ARTICLE 81 OF THE 1997 UFC AND/OR APPROVED ALTERNATE METHODS; NFPA 231C, ESFR SPRINKLERS OR OTHER DOCUMENTED ENGINEERED METHODS.
- ☐ F. SPRINKLER DESIGN CRITERIA FOR UNSPECIFIED WAREHOUSE COMMODITIES:
.45 OVER 3000 SQ. FT.
- ☐ G. THE PROJECT SPECIFICATIONS SHALL BE SUBMITTED WITH CONTRACT DRAWINGS.
- ☒ H. THE PATIO AND COVERED PARKING SHALL BE FIRE SPRINKLERED.--

Submit three (3) complete sets of drawings submitted by installing contractor, after building plan review is complete. Please refer questions to Fire Dept. Plan Review, 312-7070, 312-7684, 312-7127, 312-2372.

STIPULATIONS FOR 34-DR-2002
SUBWAY REGIONAL OFFICE

BUILDING ELEVATIONS AND SITE PLANS APPROVED BY THE DEVELOPMENT REVIEW BOARD MUST BE BUILT PER THE APPROVED PLANS WITH THE MODIFICATIONS PER THE FOLLOWING STIPULATIONS TO OBTAIN BUILDING PERMIT AND/OR CERTIFICATE OF OCCUPANCY.

SITE AND BUILDING DESIGN:

1. Refuse enclosure shall be screened by material compatible with the building materials. Colors and texture to match the building, both sides.
2. Flagpoles, if provided, shall be one piece conical tapered.
3. Paint service entrance section to match the building and/or screen from view.
4. The north side of the building shall observe the 25 foot building setback for all vertical structures. Revise site plan and building plans to comply.

BUILDING ELEVATIONS:

1. All roof top mechanical equipment shall be completely screened by parapet walls or within roof structure.
2. All ground mounted mechanical equipment shall be completely screened by screen walls with color and texture to match the building.
3. Roof mounted communication equipment, including satellite dishes, shall be completely screened by the parapet walls or free standing screen walls subject to Development Quality/Compliance approval.
4. Ground mounted communication equipment, including satellite dishes, shall be completely screened by freestanding screen walls subject to Development Quality/Compliance approval.
5. Carport design to be compatible with the building in use of colors, texture and detailing.
6. Carport roofing to be of a prefinished non-reflective material. No exposed galvanized metal allowed. Provide a minimum 4-inch fascia to cover edge of roof decking.
7. Show location and elevation of carports including fascias on all elevations and type of lighting.

ATTACHMENT A

8. *All exterior window glazing shall be recessed a minimum of fifty (50) percent of the wall depth. The amount of recess shall be measured from the face of the exterior wall to face of glazing, exclusive of external detailing.*
9. *With the final plan submittal the developer shall provide head, jamb and sill details clearly showing the amount of recess for all window types, to the satisfaction of city staff.*
10. *All exterior doors shall be recessed a minimum of thirty (30) percent of the wall depth. The amount of recess shall be measured from the face of the exterior wall to face of glazing, exclusive of external detailing.*
11. *With the final plan submittal the developer shall provide head, jamb and threshold details clearly showing amount of recess for all door types, to the satisfaction of city staff.*

ROOF ACCESS

1. No exterior visible ladders allowed.

ROOF DRAINAGE:

1. Provide interior roof drainage system (overflow scuppers are permitted).
2. If provided indicate location and design of scuppers, and integrate with the architectural design.

ON-SITE LIGHTING:

1. The developer shall provide plans to the satisfaction of City staff indicating the location of all exterior on-site lighting and lighting fixtures at the time of final plans submittal.
2. Exterior lighting fixtures shall be subject to staff approval. With the final plans submittal, the developer shall provide an additional sheet(s) showing cut sheets indicating wattage, method of shielding and fixture design, to the satisfaction of City staff.
3. All pole-mounted lighting shall be a maximum of 16 feet in height from grade.

SIGNS:

1. Provide note on final documents: Signs require separate approvals and permits.
2. A Master Sign Program shall be approved by the Development Review Board prior to the issuance of a sign permit for multi-tenant buildings.

WALL DESIGN:

1. All screen and perimeter walls shall be 6 or 8-inch masonry block and shall match building texture and color, both sides.
2. No chain link fencing shall be allowed.
3. Submit elevations and details of screen and perimeter walls for staff/Development Review Board review and approval.
4. Dooley wall fencing shall not be allowed for the screen or perimeter walls

LANDSCAPING:

1. Major tree theme shall incorporate the existing theme of the neighboring properties.
2. Trees shall be provided as noted on the landscape plan proposed at Development Review Board of which 50% shall be the following sizes: a) 1-inch average caliper for multi-trunked trees, b) 2- inch caliper for single trunk trees c) 12 foot minimum trunk height for palms.
3. Sight distance triangles shall be shown on final plans for driveways from commercial sites and any intersections. Area within the safety triangle is to be clear of landscaping, signs, or other visibility obstructions with a height greater than 2 feet. Trees within the safety triangle shall have a canopy that begins at 7 feet in height upon installation. All heights are measured from nearest street line elevation.
4. Turf areas are to be a minimum of 10 feet in width.
5. Retention/detention basins shall be constructed solely from the approved civil plans. Any alteration of the approved design (additional fill, boulders, etc.) shall require additional Development Quality/Compliance staff review and approval.
6. Provide 8% slope away from walk or curb for 5' 0" along all streets.
7. Setback all spray and stream type irrigation heads 1'-0" from back of curb or sidewalk to reduce over spray, or provide design alternatives to achieve similar results to be approved by Development Quality/Compliance staff.
8. All rights-of-way adjacent to this property shall be landscaped and maintained by the property owner.

IRRIGATION:

1. At the time of final irrigation plan submittal the applicant shall identify the location of backflow preventors and the means of screening to be provided.

TRAFFIC STIPULATION REQUIREMENTS
CIRCULATION AND REFUSE

ROADWAY, INTERSECTION, AND ACCESS DESIGN:

1. The site access shall be the existing joint access (ingress and egress easement) with the adjacent parcel to the east.

INTERNAL CIRCULATION:

1. The developer shall provide a minimum parking-aisle width of 24 feet.

OTHER:

1. The developer shall provide a sidewalk that connects the building entrances to the existing sidewalk along San Alberto.
2. The developer shall provide two signs near the existing electrical cabinet at the southeast corner of the site. One sign shall be placed near the west side of the cabinet to warn eastbound pedestrians to watch for traffic leaving the site, and one sign shall be placed near the north side of the cabinet to warn outgoing vehicles to watch for pedestrians behind the electrical cabinet. The placement, wording, and size of the signs shall be subject to approval by city staff during final plan review.

STRIPING AND SIGNAGE PLAN:

1. All incidental signing and striping required by site roadway improvements shall be included on the roadway paving plans.
2. All on-site parking lot striping shall be shown with the paving plans.

SIGHT DISTANCE:

1. Sight distance triangles must be shown on final plans to be clear of landscaping, signs, or other visibility obstructions between 2 feet and 7 feet in height, with the exception of the existing transformer, discussed above.
2. Sight distance easements shall be dedicated over sight distance triangles.
3. Refer to the following figures: 3.1-13 and 3.1-14 of Section 3.1 of the City's Design Standards and Policies Manual, published December 1999.

REFUSE COLLECTION:

1. Refuse enclosures shall be constructed to City of Scottsdale's standards (details available upon request).

2. An area 14' x 30' long shall be provided for approach to refuse enclosures with slope constant with enclosure floor (to facilitate container pick-up).
3. Refuse enclosures are required as follows:
 - Commercial Building Space: One for 0 to 20,000 s.f.
 Two for 20,001 to 40,000 s.f.
 Three for 40,001 to 60,000 s.f., etc.

For larger sites, an additional enclosure shall be required for each building space increase up to 20,000 s.f., as shown above.

4. Enclosures must:
 - Provide adequate truck turning/backing movements for a design vehicle of turning radius R (minimum) = 45 feet vehicle length of L = 40 feet.
 - Be positioned to facilitate collection without "backtracking."
 - Be easily accessible by a simple route.
 - Not require backing more than 35 feet.
 - Not be located on dead-end parking aisles.
5. Enclosures serviced on one side of a drive must be positioned at a 30-degree angle to the centerline of the drive.
6. Underground vault-type containers are not allowed.

DRAINAGE AND FLOOD CONTROL

1. COMPLIANCE. The following stipulations are provided to aid the developer in submittal requirements, and are not intended to be all-inclusive of project requirements. The developer shall submit engineering design reports and plans that demonstrate compliance with city ordinances, the Scottsdale Revised Code and the Design Standards and Policies Manual.
2. FINAL DRAINAGE REPORT. With the final improvement plans submittal to the Plan Review and Permit Services Division, the developer shall submit a final drainage report and plan, subject to city staff approval. In addition, the final drainage report and plan shall:
 - a. Include final calculations and detailed analyses that demonstrate consistency with the conceptual drainage plan and report accepted in concept by the Current Planning Services Division.
 - b. Include calculations and details that demonstrate how the storm water storage requirement will be met. The drainage exhibit shall show the location, configuration, depth of water and extent of the high water surface elevations.

- c. Include an exhibit that indicates where the site lies within the FEMA designated areas and define all pertinent FEMA designations.
 - d. Show all upstream contributing basin areas, including calculations and analyses for the peak runoff entering the site.
 - e. Include a discussion of how the lowest floor elevations are established.
 - f. Discuss how storm water storage basins will be drained (by gravity out-fall, pump, etc.). Include bleed-off calculations that demonstrate the discharge rate and time to drain.
 - g. Demonstrate that historical flow through the site has been maintained and that storm water runoff exiting this site has a safe place to flow.
3. IMPROVEMENT PLANS. Before the approval of improvement plans by city staff, the developer shall submit two hard copies of the complete final drainage report and plan.
4. STORM WATER STORAGE REQUIREMENT. On-site storm water storage is required for the full 100-year, 2-hour storm event, unless the developer submits an approved Request for Waiver form to the Plan Review and Permit Services Division.
- a. Storage basin capacity shall not be reduced by proposed landscaping improvements.
 - b. Storage basin design shall incorporate significant landscaping requirements.
 - c. Improvement plans shall NOT be submitted to the city for review until the developer has obtained the waiver approval.
5. BASIN CONFIGURATION. Basin side slopes shall not be steeper than 4:1, and basin depths shall not exceed 3 feet.
6. STORM WATER STORAGE ON PAVED SURFACES. Up to 50% of the required storm water storage may be provided in parking areas when the following conditions are met:
- a. Storage system shall be designed to store first 30% of required runoff volume off paved areas (to avoid ponding of nuisance water on pavement).
 - b. Parking lot storage areas shall be designed so as to minimize interference with pedestrian traffic. Depth of water shall not exceed six inches within the parking area.
7. BASIN DRAIN TIME. For storage basins that are deeper than one foot, storm water storage basin bleed-off rates shall be set so that the storage basins do not drain completely in less than 24 hours. All storage basins must drain completely within 36 hours.

8. DRAINAGE OF BASIN. For storage basins that are deeper than one foot, infiltration of storm water through the basin floor is not acceptable as the sole means of draining the basin. Storm water storage basins should be designed to meter flow to the historic out-fall point. Where no out-fall exists (or metering is not possible) other methods of discharge such as pumps, etc. may be considered.
9. DRYWELLS. Drywells are not permitted.
10. UTILITY CONFLICT COORDINATION. Before improvement plan approval by the Plan Review and Permit Services Division, the developer shall submit a signed No Conflict form (not required for city-owned utilities) from every affected utility company.
11. GRADING AND DRAINAGE PLAN. A site-specific grading and drainage plan shall be submitted to the Plan Review and Permit Services Division. The grading and drainage plan shall include, but not be limited to, the following:
 - a. Benchmark datum shall be based on North American Datum of 1988.
 - b. Show all easements. Storm water storage basins are not allowed within the public utility easement adjacent to San Alberto without written approval from the affected utility companies.
 - c. Contours, or sufficient spot elevations, shall be shown beyond the limits of construction as required to sufficiently reflect the impact of development on the abutting improvements and or rights of way.
 - d. Show all drainage facilities including, but not limited to, points of roof out-fall, channels, culverts, storm drain pipe, weirs, curb openings, weep holes, valley gutters, rip rap, and storm water storage basins (with storage volume required, V_r , and storage volume provided, V_p , noted on the improvement plans).
 - e. Show top of curb elevations at grade breaks and at intersection corners.
 - f. Show all walls, such as perimeter, screening and retaining walls.
 - g. Clearly show the limits of proposed construction.
12. UNDERGROUND STORM WATER STORAGE. Underground storm water storage is prohibited unless approval is obtained from the Floodplain Administrator.
13. CONVEYANCE OF PEAK DISCHARGE. All development shall be designed to satisfactorily convey the 100-year peak discharge through the site without significant damage to structures.

DRAINAGE EASEMENTS:

1. DEDICATIONS. Drainage and flood control easements shall be dedicated to the city to the limits of inundation for all storm water storage basins. All drainage and flood control easements shall be dedicated to the City with maintenance responsibility specified to be that of the property owner.

GRADING & DRAINAGE REQUIREMENTS:

1. SECTION 404 PERMITS. With the improvement plan submittal to the Plan Review and Permit Services Division, the developer's engineer must certify that it complies with, or is exempt from, Section 404 of the Clean Water Act of the United States. [Section 404 regulates the discharge of dredged or fill material into a wetland, lake, (including dry lakes), river, stream (including intermittent streams, ephemeral washes, and arroyos), or other waters of the United States.]
2. DUST CONTROL PERMITS. Prior to the start of grading on sites 1/10 acre or larger, a Dust Control Permit (earth moving permit) must be obtained from Maricopa County Division of Air Pollution Control. Call the county (602- 506-6700) for fees and application information.

VERIFICATION OF COMPLIANCE

1. REQUIRED SPECIAL INSPECTIONS. Before the approval of the improvement plans, the Plan Review and Permit Services Division staff shall specify those drainage facilities that shall be required to have Special Inspections. See Section 2-109 of the Design Standards and Policies Manual for more information on this process.
2. CONDITION FOR ISSUANCE OF GRADING & DRAINAGE PERMIT. Before the issuance of a Grading & Drainage Permit:
 - a. The developer shall certify that it has retained an Inspecting Engineer by completing Part I (Project Information) and Part II (Owner's Notification of Special Inspection) of the Certificate of Special Inspection of Drainage Facilities (CSIDF); and,
 - b. The Inspecting Engineer shall complete Part III (Certificate of Responsibility) of the CSIDF.
3. CONDITION FOR ISSUANCE OF CERTIFICATE OF OCCUPANCY AND/OR LETTER OF ACCEPTANCE. Before the issuance of a Certificate of Occupancy and/or a Letter of Acceptance:
 - a. The Inspecting Engineer shall complete the Certificate of Compliance form.
 - b. The developer shall submit all required Special Inspection Checklists and the completed Certificate of Compliance form to the Inspection Services Division. The Certificate of Compliance form shall be sealed, signed and dated by the Inspecting Engineer, and

shall be attached to all required Special Inspection Checklists completed by the Inspecting Engineer.

4. AS-BUILT PLANS. City staff may at any time request the developer to submit as-built plans to the Inspection Services Division.
 - a. As-built plans shall be certified in writing by a registered professional civil engineer, using as-built data from a registered land surveyor.
 - b. As-built plans for drainage facilities and structures shall include, but are not limited to, lot grading, storm drain pipe, valley gutters, curb and gutter, culverts, inlet and outlet structures, berms, open channels, and storm water storage basins, as determined by city staff.

WATER AND WASTEWATER STIPULATIONSWATER and WASTEWATER:

1. COMPLIANCE. The following stipulations are provided to aid the developer in submittal requirements, and are not intended to be all-inclusive of project requirements. Water and sewer lines and services shall be in compliance with City Engineering Water and Sewer Ordinance Requirements, the Scottsdale Revised Code and Sections 4 and 5 of the Design Standards and Policies Manual.
2. PRIVATE SEWER SYSTEM. On-site sanitary sewer shall be privately owned and maintained.
3. CLEARANCE FROM WALLS. Where walls cross or run parallel with water lines, sewer lines, and or fire lines the following shall apply:
 - a. Walls constructed parallel to water and sewer, and or fire lines shall be set such that the face of the wall is a minimum of six (6) feet from the outside diameter of the pipe.
 - b. Walls constructed across or perpendicular to water and sewer lines, and or fire lines shall be designed with gates or removable wall panels for maintenance and emergency access.
4. SERVICE CONNECTIONS TO THE MAIN. Existing water and sewer service lines to this site shall be utilized or shall be abandoned by disconnection at the main.
5. WATER AND SEWER NEEDS REPORT. A completed Water and Sewer Needs Report shall be submitted for review with the final improvements plans. Approval will not be given for improvement plans until the Plan Review and Permit Services Division approves the Water and Sewer Needs Report.

EASEMENTS:

1. DEDICATIONS. All water line easements shall be dedicated to the City prior to the issuance of permits.
2. LOCATION & CLEARANCE. Privately owned sanitary sewer shall not run parallel within the waterline easement.
3. INDEMNITY AGREEMENTS. When substantial improvements or landscaping are proposed within a utility easement, an indemnity agreement shall be required. The agreement shall acknowledge the right of the city to access the easement as necessary for service or emergencies without responsibility for the replacement or repair of any improvements or landscaping within the easement.

THE DEVELOPMENT REVIEW BOARD

Some Things You Should Know About the Development Review Board:

- * Review of development proposal by the Development Review Board is the first step toward obtaining a building permit.
- * Development Review Board approval expires ONE YEAR from the date of approval if a building permit has not been issued - unless a different expiration date is made a condition of the approval.

ORDINANCE REQUIREMENTS

Some Things You Should Know About Ordinance Requirements:

- * Some of the Ordinance requirements that may be relevant to your project are included in the following pages as helpful information.
- * There maybe some Ordinance requirements, which apply to your project that, are not included here.
- * City staff and the Development Review Board do not have the authority to "waive" Ordinance requirements.
- * Any appeals must be made in writing to the CITY CLERK'S OFFICE.

STIPULATIONS

Stipulations are staff recommendations, which, after ratification by the Development Review Board, become development requirements.

ENGINEERING ORDINANCE REQUIREMENTS**ALL STIPULATIONS FROM THE ASSOCIATED REZONING OR USE PERMIT CASES CONTINUE TO APPLY.**DRAINAGE AND FLOOD CONTROL:

1. STORM WATER STORAGE REQUIREMENT. Storm water storage is required on-site for all site runoff generated by a 2-hour, 100-year frequency design storm.
2. HISTORICAL FLOW. Off-site runoff must enter and exit the site as it did historically.
3. STORM WATER DISCHARGE. Storm water storage basins should be designed to meter flow to historic out-fall point. Where no out-fall exists (or metering is not possible), other methods of discharge may be considered.
4. STORM WATER RUNOFF. Storage basins must drain completely within 36 hours.
5. BASIN LOCATION. Storm water storage basins may not be constructed within utility easements or dedicated right-of-way (exceptions may be granted with written approval from appropriate utility company).
6. SECTION 404 PERMITS. Approval from the Army Corps of Engineers under the conditions of SECTION 404 PERMIT of the Clean Water Act may be required where proposed construction is adjacent to or within washes.
7. DEDICATIONS AND EASEMENTS. All vista corridor easements, drainage easements and easements for storm water storage shall be dedicated to the city as drainage and flood control easements, with maintenance the responsibility of the owner.

REFUSE REQUIREMENTS:

1. Refuse collection methods, i.e., site plan circulation will be approved at final plan review.
2. Refuse collection can be provided by the City of Scottsdale's Sanitation Division, at 480-312-5600.

STREET LIGHTS:

1. Public streetlights shall be installed in accordance with City of Scottsdale Revised Code, Section 48-149. The developer shall be responsible for coordinating a street layout and cost estimate with the utility company. No building permits may be issued until all street light arrangements (including fee requirements) have been made.

PARKING LOTS:

1. Parking areas shall be improved with a minimum of 2.5 inches of asphalt over 4 inches of aggregate base.

ENGINEERING WATER & SEWER ORDINANCE REQUIREMENTS

1. HEALTH AND SAFETY REQUIREMENTS. The water system for this project shall meet required health standards and shall have sufficient volume and pressure for domestic use and fire protection.
2. DEVELOPMENT FEES. The developer shall pay a Water Development Fee and Water Resources Development Fee for City water supply in accordance with City Ordinance. This fee shall be paid at the time, and as a condition of the issuance of a building permit, or if the development does not require a building permit, prior to connection to the City water system. All questions may be referred to Water Resources at 480-312-5650.
3. WATER METER FEES. Prior to the issuance of any building permit, the developer shall pay a Water Meter Fee for connection to the City water system in accordance with City Ordinance.

SEWER DEVELOPMENT ORDINANCE

1. DEVELOPMENT FEE. The developer shall pay a Sewer Development Fee for City sewer service in accordance with City Ordinance. This fee shall be paid at the time, and as a condition of the issuance of a building permit, or if the development does not require a building permit, prior to connection to the City sewer system. All questions may be referred to Water Resources at 480-312-5650.
2. SANITARY SEWER CONNECTION. Connection to the sanitary sewer system may be made without payment of a connection fee. Please provide sanitary sewer tap location on engineering plans.

FINAL PLANS SUBMITTAL REQUIREMENTS

1. Plans shall be submitted on the following paper sizes:
 - a) Architectural Plans: 11" x 17" minimum, up to 30" x 42" maximum
 - b) Landscaping/Irrigation Plans: 24" x 36"
 - c) Civil Plans: 24" x 36"
2. Provide intent as to maintenance responsibility of all landscape areas. Provide note on the landscape plans.
3. Provide a landscape plan of all existing trees and/or cactus for staff analysis of trees and/or cactus to remain or to be transplanted. Indicate size and specimen.
4. Provide a schedule indicating the timing on installation of all improvements required by planning.
5. Provide a contour map of the existing topography.
6. Provide a site plan with the following information:
 - a) Zoning of property, and adjacent properties.
 - b) Vicinity map.
 - c) Property lines and dimensions, street names, centerline of street.
 - d) Setback of structures - front, side, rear.
 - e) Parking lot dimensions - stall width and length, driveway width, parking angle.
 - f) Location and details of refuse enclosure & bicycle racks.
 - g) Parking calculations required/provided.
 - h) Location of handicap parking spaces & van accessible spaces.
 - i) All development on adjacent property within 50 feet of this project.
7. Provide building elevations with the following information:
 - a) Height of building (see Section 3.100 of the Zoning Ordinance for definition of building height) above finished floor/natural grade.
 - b) Label colors of all exterior materials (matching those approved at Development Review Board).
8. Provide landscaping and irrigation plans with the following information:
 - a) Plant palette (type, size, quantity)
 - b) Retention/detention basin slope
 - c) Perimeter wall elevations with the following information:
 - i) Height of perimeter wall above finished grade (both interior and exterior).
 - ii) Colors of all exterior materials (as required by Sec. 7.854 E of the Zoning Ordinance/matching those approved by Development Review Board).

- d) Provide catalog cut sheets of all on-site lighting fixtures in common areas.
9. Provide adjacent curb elevations on _____.
10. Obtain a native plant permit for disturbance of any protected plants on the site by submitting the following: ☆
- a) Completed Native Plant Narrative & Application form
 - b) Three copies of the site plan indicating the location by tag number of each plant protected per the native plant ordinance.
 - c) Three copies of the numbered plant inventory corresponding to the tag numbers on the site plan, indicating the following:
 - i) plant type
 - ii) plant size in caliper inches
 - iii) plant condition
 - iv) whether the plant will remain in place, be relocated, or be destroyed
 - d) Location of plant nursery
 - e) Copy of vicinity map indicating the location of the project
 - f) Copy of Natural Area Open Space exhibit if applicable for the site
 - g) A copy of the 'Arizona Department of Agriculture Notice of Intent to Clear Land' form, issued through the State's Native Plant section at (602) 542-3292.
 - h) Letter of authorization from the property owner or authorized agent identifying the approved salvage contractor and verifying that all salvaged plants are to be incorporated in landscaping and used back on site.
 - i) Upon tagging the plants in accordance with Sec. 46-116 of the Scottsdale Revised Code, contact the City's Native Plant Program Coordinator at 480-312-7080 for inspection and permit approval.

☆ **The submittal for native plant permit approval is in addition to the native plant submittal required for DR approval**

FINAL PLANS ORDINANCE REQUIREMENTSSCREENING:

1. The height of the parapet or other screening device shall be (equal to or higher/minimum 1 foot higher) than the height of the air conditioning unit or other mechanical appurtenances.
2. All equipment, utilities, or other appurtenances attached to the building shall be an integral part of the building design in terms of form, color and texture.
3. Parking lot to be screened from San Alberto by a 3 foot wall, berming, and/or landscaping.

LANDSCAPING:

1. A minimum of 1/3 of the required landscaped area for the parking lot for more than 20 cars shall be in planting areas distributed throughout the lot rather than on the perimeter. Planting areas shall have a minimum width of 7 feet and a minimum area of 120-square feet per Section 9.106 of the Zoning Ordinance.
2. All plant materials shall be on the Department of Water Resources (DWR) low water plant list for the Phoenix Active Management Area (AMA).
3. Provide documentation required for issuance of a Native Plant Permit as required in Chapter 46 of City Code. The Native Plant Permit is a separate submittal and approval. (See attached specific submittal requirements). Contact the City's Native Plant Program Coordinator at 480-312-7080 to initiate the process. (For additional information visit the Native Plant website at www.ci.scottsdale.az.us/nativeplant).
4. Turf shall be limited to the maximum area specified in Sections 49-77 through 49-79 of the City Code and shall be shown on landscape plans submitted at the time of final plans.
5. Prior to the establishment of water service, non-residential projects with an estimated annual water demand of ten (10) acre-feet or more shall submit a conservation plan in conformance with Section 49-82 of the City Code to the Water Conservation Office.
6. Provide 6-inch vertical concrete curb between any driveways or parking areas and landscape areas.

GRADING:

1. Prior to final plans submittal a grading report shall be submitted indicating methods and sequencing of grading, proposed locations for stockpiling or disposing of unused materials, and plans for minimizing wind and water erosion on graded areas during development and construction.

2. Cuts and fills exceeding limits outlined in Sec. 204 of the Design Guidelines & Policies for Environmentally Sensitive Lands/Section 6.806 A.3 of the Hillside Ordinance shall require Development Review Board approval.

OTHER:

1. Comply with conditions of case No.: 23-Z-81
2. Provide 4% of required parking as handicap parking spaces (1 minimum). A minimum of 1 space is required to be van accessible per Section 9.105 of the Zoning Ordinance.
3. If covered parking is provided for the general public, accessible covered parking (in conformance with ADA requirements) shall also be covered in the same proportion for non-residential places of public accommodation. If covered parking is provided for multi-family residences, accessible covered parking (in conformance with ADA requirements) shall also be provided in the same proportion. Covered accessible parking may be located contiguous to covered spaces if an accessible path of travel to the building is provided.

Construction Document Submittal Requirements

A copy of these construction document submittal requirements must accompany your first plan review submittal. Provide each item listed on the submittal checklists at your first submittal.

Incomplete submittals will not be accepted.

Civil plans and building plans must be submitted at the same time in separate packages.

All Landscaping/Irrigation, Civil plan sheets must be 24" X 36" size, including Mylar originals. All Building sheets shall be a minimum 24" X 36" size.

The cover sheet must contain the following information:

1. County Assessor parcel number of property on which improvements are being proposed.
2. Full street address assigned by the City of Scottsdale Records Department
3. Provide space for City of Scottsdale Plan check number in the right hand margin. All applicable case numbers must be in 1/4-inch letters.
4. Provide the name, address, phone number, and email address of the owner, the party preparing the plans, the architect, and the developer.

Detailed information regarding construction plan preparation to the City of Scottsdale can be found in the City of Scottsdale's DESIGN STANDARDS AND POLICIES MANUAL. You may access the manual online at <http://www.ci.scottsdale.az.us/dspm> - or call the One Stop Shop at 480-312-2500.

All construction plans, reports, etc., must be in conformance with those approved by the Development Review Board.

Listed below are items to be completed before construction document submittal. Provide documentation of completion of these requirements at the time of construction document submittal:

<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____

Architectural Plan Submittal Requirements

Each item on listed checklist must be submitted at your first construction document submittal, along with a copy of this list. **Incomplete submittals will not be accepted. All plans must be signed and sealed.** If necessary, the plan reviewer may require additional information and plans after the first submittal.

BUILDING

The following items are the minimum requirements necessary to submit construction documents for review. Civil plans and building plans must be submitted at the same time, in separate packages.

1. Provide two (2) sets of the following – minimum 1/8" scale or larger so plans are legible when reduced. (sets must **include a complete set of civil plans and landscape plans- for reference only**):

a. Site Plan	h. Retaining Wall Details
b. Project Data	i. Electrical Plans and Details
c. Elevations	j. Structural Plans and Details
d. Floor Plans	k. Mechanical Plans and Details
e. Foundation Plans	l. Schedules
f. Building Sections	m. Architectural Details
g. Wall Sections	
2. One (1) copy of structural, electrical, and water calculations (may be on drawings)
3. One (1) copy of soils report to accompany building plans.

PLANNING

Provide one (1) complete set of building plans (1a through 1m), and the following items:

1.

a. Open Space Plan	d. Parking Analysis
b. Floor Plan Worksheet	Photometric Plan
c. Site Details	f. Exterior Lighting Cutsheets
 2. Provide two (2) additional sheets of the following:
 - a. Site Plan
 - b. Building Elevation(s)
- ☐ Copy of Certificate of No Effect for Archaeological Resources signed by the City Archaeologist
 - ☐ Copy of Certificate of Approval for Archaeological Resources signed by the City Archaeologist
 - ☐ "Purchase Agreement In-Lieu Parking Credits" original, signed by applicant.

FIRE

Provide one (1) complete set of building plans (1a through 1m), and one (1) grading and drainage plan- for reference only.

Provide three (3) sets of plans, calculations and cut sheets for all extinguishing and detection systems, which include the following, but are not limited to:

- ☐ Fire sprinkler (wet) system
- ☐ Foam system
- ☐ Inert gaseous system
- ☐ Kitchen hood extinguishing
- ☐ Fire alarm and detection
- ☐ Occupancy notification

Civil Improvement Plan Submittal Requirements:

Each item listed on this checklist must be submitted at your first construction document submittal, along with a copy of this list. **Incomplete submittals will not be accepted. All plans must be signed and sealed.** If necessary, the plan reviewer may require additional information and plans after the first submittal.

Required Plan Size: 24" X 36"

Minimum Horizontal Scale: 1" = 20'

Minimum Vertical Scale: 1" = 2'

CIVIL

The following items are the basic minimum requirements necessary to submit construction documents for review. Civil plans and building plans must be submitted at the same time, in separate packages.

1. Completed 404 Certification Form
2. Copy of the No-Conflict Form (Original must be signed by associated utility before plan approval)
3. A sealed engineer's statement on the cover sheet of all civil plan sets stating that, "The engineer of record on these plans has received a copy of the approved stipulations for this project and has designed these plans in conformance with the approved stipulations."
4. Title Report and Letter of Update (not more than 60 days old)

5. IMPROVEMENT PLANS

Provide one (1) set that includes the following:

- ☒ Grading and Drainage Plan (Including water and sewer services)
- ☐ Water Plans
- ☐ Sewer Plans
- ☒ Paving Plans (including striping & signage)
- ☐ Traffic Signal Plans
- ☐ Striping & Signage Plans
- ☐ Structural Plans (including details & calculations)
- ☐ Final Plat (for reference only)
- ☒ ALTA Survey
- ☐ Map of Dedication

6. EASEMENTS/DEDICATIONS

- ☐ _____

7. ENGINEER'S ESTIMATES (for payment in-lieu)

- ☐ Street improvements ☐ Signalization

8. REFERENCE DOCUMENTS

- | | | |
|---------------|------------------------------------|---|
| Drainage | <input type="checkbox"/> Master** | <input checked="" type="checkbox"/> Final |
| Water | <input type="checkbox"/> Master** | <input type="checkbox"/> Basis Of Design ** |
| Sewer | <input type="checkbox"/> Master ** | <input type="checkbox"/> Basis Of Design ** |
| Circulation | <input type="checkbox"/> Master ** | <input type="checkbox"/> Final |
| Signalization | <input type="checkbox"/> Master ** | <input type="checkbox"/> Final |

**Note: Requires copies of approved reports before submittal of Improvement Plans for Plan Review. Developer shall, as a minimum, provide a copy of the cover sheet with City Staff signatures of acceptance.

9. OTHER

- ☐ Geotechnical Report
- ☐ Structural Report
- ☒ The completed Stormwater Storage Waiver Request Form (must be signed by City Staff)
- ☐ _____
- ☐ _____
- ☐ _____

PLANNING

Provide one (1) set of the selected Improvement Plans (#5 above), and the following items:

- ☒ Landscape & irrigation plans
- ☐ Slope Analysis
- ☐ NAOS graphic & calculation worksheet
- ☒ Native plant program, or confirmation of compliance
- ☐ Fountain/Water feature details and elevations